



Agenda – June 11, 2019

Pledge of Allegiance – Laurens County  
Employee Veteran, Andy Howard  
US Marine Corp



**AGENDA  
LAURENS COUNTY COUNCIL  
JUNE 11, 2019 – 5:30 P.M.  
HISTORIC COURTHOUSE**

1. Call to Order – Chairman Pitts
2. Invocation – Councilman Younts
3. Pledge of Allegiance – Laurens County Employee Veteran  
Andy Howard, US Marine Corp
4. Approval of Agenda – June 11, 2019
5. Approval of Minutes - May 28, 2019
6. Reports To Council:
  - a) Update - Inspections and Code Enforcement
7. Old Business:
  - a) Self Funding Plan for Solid Waste Transfer and Capital - Jon Caime, County Administrator
  - b) Award Transfer Station
  - c) Approval for Solid Waste Transfer Station Rolling Capital Equipment Purchases
  - d) Lease / Purchase - Fire Equipment Bid Award
8. New Business:
  - a) Memorandum of Understanding - Upper Savannah COG, Workforce Development
  - b) Oath of Office Litter Humane Officer, Nicole Morin
  - c) Coroner Office Vehicle Purchase with 2019 Lease/Purchase
9. Public Comment- Fifteen (15) Minute Period for Public Comment *(Required to sign in prior to the meeting)*
10. County Council Comments
11. Executive Session - None
12. Adjournment



Approval of Minutes - May 28, 2019



**MINUTES**  
**MAY 28, 2019**  
**LAURENS COUNTY COUNCIL**  
**HISTORIC COURTHOUSE**

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**ATTENDING COUNTY COUNCIL MEMBERS** – Vice Chairman Joe Wood; Council Members Diane Anderson, Jeff Carroll, Garrett McDaniel and Kemp Younts.

**ABSENT COUNTY COUNCIL MEMBERS** – Chairman Pitts (work related) and District #4, Stewart Jones (Elected to South Carolina House).

**ATTENDING ADMINISTRATIVE STAFF** – County Administrator Jon Caime, Betty Walsh, Clerk to Council and County Attorney Sandy Cruickshanks.

**ABSENT ADMINISTRATIVE STAFF** - None

**ATTENDING DEPARTMENT HEADS** - Laurens County Fire Service Director, Greg Lindley; Laurens County Public Works Director, Dale Satterfield; Laurens County Finance Director, Lisa Kirk; Billy Wilson, Superintendent Laurens County Vehicle Maintenance / Procurement; Chuck Bobo, Codes Enforcement Official; Andy Howard, Director of Laurens County Parks, Recreation and Tourism; Tim Stoddard, Supervisor, Laurens County Roads and Bridges.

**INVITED GUESTS** –

**ATTENDING PRESS** – Laurens County WLBG Radio, Iva Cadmus; *The Laurens County Advertiser*, John Clayton.

**AGENDA ITEMS – MAY 28, 2019** – 1.) Call to Order – Vice Chairman Wood; 2.) Invocation, Councilman Carroll; 3.) Pledge of Allegiance; 4.) Approval of Agenda – May 28, 2019; 5.) Approval of Minutes of Previous Meetings; a.) May 9, 2019 – Budget Meeting #2; b.) May 14, 2018 - Regular Meeting; c.) May 14, 2019 - Budget Meeting #3; 6.) Reports To Council: a.) Fiscal Year 2019 – Month #10 - Financial Report Summary - Lisa Kirk; 7.) Old Business: a.) Public Hearing Ordinance #863 – Flood Control Ordinance; b.) Third Reading Ordinance #863 - Flood Control Ordinance; 8.) New Business: a.) Discussion - Lakelands District Fire Service; b.) Presentation - Roads Pavement Management Plan; 9.) Public Comment; 10.) County Council Comments; 11.) Executive Session: a.) Contractual Matter - Clinton Fire Contract Fiscal Year 2019 / 2020; b.) Legal Briefing - Capital Project Sales Tax Legal; 12.) Adjournment.

**MEETING NOTIFICATION** – The requesting general public, department heads and Press were informed of the meeting in a timely manner. Postings of the Agenda were posted in County facilities on their bulletin boards and also posted on the County Web Site.

**PUBLIC COMMENT SIGN UPS** – Mrs. Marilyn Easter, Representing the Laurens County Chamber of Commerce.

**CALL TO ORDER** – In the absence of Chairman Pitts, Vice Chairman Wood called the meeting to order at 5:30 P.M. and invited all to stand for the Pledge of Allegiance. Councilman Carroll provided the invocation.

Vice Chairman Wood acknowledged the new Joanna Fire Truck that was out front of the Courthouse for Council to see.

**APPROVAL OF AGENDA – MAY 28, 2019** – Vice Chairman Wood asked for approval of the agenda with any additions to or deletions.

COUNCILWOMAN ANDERSON made the MOTION to approve the May 28, 2019 regular session agenda with the omission of the scheduled Agenda for budget deliberations. Councilwoman Anderson explained that a



full Council needs to be in attendance and that presently we have a vacant position with one absent leaving attendance with only five (5) of the seven. COUNCILMAN MCDANIEL SECONDING; VOTE 5-0.

**APPROVAL OF MINUTES** – Vice Chairman Wood asked for the approval of the following minutes:

- a) May 9, 2019 – Budget Meeting #2 - COUNCILMAN MCDANIEL made the MOTION to approve minutes with COUNCILMAN CARROLL SECONDING; VOTE 5-0.
- b) May 14, 2018 - Regular Meeting - COUNCILMAN CARROLL made the MOTION to approve minutes with COUNCILMAN MCDANIEL SECONDING; VOTE 5-0.
- c) May 14, 2019 - Budget Meeting #3 - COUNCILMAN MCDANIEL made the MOTION to approve minutes with COUNCILMAN CARROLL SECONDING; VOTE 5-0.

**REPORTS TO COUNCIL** – Mrs. Lisa Kirk, Director of Finance, provided the April end of the month financial reports using a new format as described as one comparing the data of actual budgeted funds with prior year and current fiscal years data.

**LAURENS COUNTY GOVERNMENT  
REVENUE & EXPENDITURE STATEMENT  
AS OF APRIL 30, 2019  
FY 2019**

**FY 2019 BUDGET COMPARISON**

**FY 2018 ACTUAL  
COMPARISON**

	<u>FY 2019 BUDGET</u>	<u>YEAR-TO-DATE AS OF APRIL 30, 2019</u>	<u>BUDGET FUNDS REMAINING \$</u>	<u>BUDGET FUNDS REMAINING %</u>	<u>FY 2018 YEAR-TO- DATE</u>	<u>VARIANCE OF CURRENT AND PRIOR FISCAL YEAR</u>
<b><u>110 GENERAL FUND</u></b>						
<b>REVENUE:</b>						
311 GENERAL PROPERTY TAXES	\$14,119,700	\$12,697,446	\$1,422,254	10.1%	\$12,414,618	\$282,828
313 RESERVED MILLAGE	\$1,035,000	\$1,170,359	(\$135,359)	-13.1%	\$1,144,767	\$25,592
313 LOCAL OPTION SALES TAX	\$840,000	\$647,297	\$192,703	22.9%	\$675,210	(\$27,913)
320 LICENSES & PERMITS	\$572,000	\$424,073	\$147,927	25.9%	\$343,221	\$80,851
330 INTERGOVERNMENTAL REVENUE	\$3,496,367	\$2,761,062	\$735,305	21.0%	\$2,396,589	\$364,473
340 CHARGE FOR SERVICES	\$2,935,050	\$2,362,534	\$572,516	19.5%	\$2,122,498	\$240,037
361 INVESTMENT EARNINGS	\$105,000	\$165,459	(\$60,459)	-57.6%	\$86,718	\$78,741
363 RENTAL COUNTY PROPERTY	\$6,000	\$50	\$5,950	99.2%	\$2,148	(\$2,098)
364 CONTRIB FROM PRIVATE SOUR	\$1,000	\$10,000	(\$9,000)	-900.0%	\$251	\$9,749
370 MISCELLANEOUS	\$50,000	\$11,258	\$38,742	77.5%	\$26,030	(\$14,772)
390 OTHER FINANCING SOURCES	\$95,000	\$35,000	\$60,000	63.2%	\$35,000	\$0
392 PROCEEDS OF FIXED ASS DIS	\$30,000	\$0	\$30,000	100.0%	\$38,476	(\$38,476)
<b>TOTAL REVENUE</b>	<b>\$23,285,117</b>	<b>\$20,284,538</b>	<b>\$3,000,579</b>	<b>12.9%</b>	<b>\$19,285,525</b>	<b>\$999,013</b>

FY 2019 BUDGET COMPARISON

FY 2018 ACTUAL  
COMPARISON

	<u>FY 2019 BUDGET</u>	<u>YEAR-TO-DATE AS OF APRIL 30, 2019</u>	<u>BUDGET FUNDS REMAINING \$</u>	<u>BUDGET FUNDS REMAINING %</u>	<u>FY 2018 YEAR-TO- DATE</u>	<u>VARIANCE OF CURRENT AND PRIOR FISCAL YEAR</u>
EXPENDITURE:						
512 ADMINISTRATION	\$218,311	\$170,804	\$47,507	21.8%	\$171,354	(\$550)
513 AIRPORT	\$99,891	\$65,669	\$34,222	34.3%	\$67,957	(\$2,289)
514 ASSESSOR	\$566,639	\$451,515	\$115,124	20.3%	\$436,724	\$14,790
515 AUDITOR	\$405,837	\$329,859	\$75,978	18.7%	\$324,162	\$5,697
516 BUILDINGS & GROUNDS	\$997,389	\$879,860	\$117,529	11.8%	\$854,604	\$25,256
517 CLEMSON EXTENSION	\$32,800	\$29,996	\$2,804	8.5%	\$30,442	(\$446)
518 CLERK OF COURT	\$815,751	\$658,431	\$157,320	19.3%	\$598,809	\$59,622
519 COMMUNICATIONS (E911 OPER	\$1,210,033	\$979,320	\$230,713	19.1%	\$820,371	\$158,949
520 CONTINGENCY	\$125,000	\$7,952	\$117,048	93.6%	\$34,871	(\$26,919)
521 CORONER	\$236,390	\$210,124	\$26,266	11.1%	\$180,262	\$29,862
522 COUNTY COUNCIL	\$189,084	\$149,883	\$39,201	20.7%	\$139,339	\$10,544
523 DETENTION CENTER	\$4,037,556	\$3,291,001	\$746,555	18.5%	\$3,208,817	\$82,184
524 E-911 (SUBSCRIBER)	\$612,798	\$456,737	\$156,061	25.5%	\$381,704	\$75,033
526 EMER MANAGEMENT	\$119,508	\$60,672	\$58,836	49.2%	\$74,113	(\$13,441)
527 FINANCE DEPARTMENT	\$344,285	\$310,402	\$33,883	9.8%	\$289,977	\$20,425
531 HEALTH DEPARTMENT	\$12,450	\$11,052	\$1,398	11.2%	\$15,384	(\$4,332)
532 INSPECTIONS/PERMITS	\$516,207	\$373,259	\$142,948	27.7%	\$347,193	\$26,065
533 LIBRARY	\$784,054	\$656,559	\$127,495	16.3%	\$601,390	\$55,169
534 MAGISTRATE	\$593,097	\$427,781	\$165,316	27.9%	\$489,041	(\$61,260)
535 PARKS/RECREATION/TOURISM	\$265,538	\$148,738	\$116,800	44.0%	\$171,010	(\$22,273)
536 HUMAN RESOURCES	\$140,569	\$99,304	\$41,265	29.4%	\$111,716	(\$12,412)
537 PLANNING	\$66,164	\$4,568	\$61,596	93.1%	\$8,339	(\$3,771)
538 PROBATE JUDGE	\$408,839	\$326,975	\$81,864	20.0%	\$317,541	\$9,434
539 PUBLIC WORKS	\$213,776	\$138,251	\$75,525	35.3%	\$171,247	(\$32,995)
540 REGISTRATION/ELECTIONS	\$309,916	\$261,589	\$48,327	15.6%	\$191,773	\$69,816
541 ROADS/BRIDGES	\$1,029,419	\$811,307	\$218,112	21.2%	\$734,538	\$76,770
542 SHERIFF	\$5,481,553	\$4,380,322	\$1,101,231	20.1%	\$4,303,769	\$76,553
543 DSS/SOCIAL SERVICES	\$68,500	\$61,739	\$6,761	9.9%	\$60,619	\$1,120
544 TREASURER	\$386,053	\$549,961	(\$163,908)	-42.5%	\$522,550	\$27,412

MINUTES – MAY 28, 2019  
LAURENS COUNTY COUNCIL

545 VETERANS AFFAIRS	\$180,450	\$130,679	\$49,771	27.6%	\$138,054	(\$7,375)
546 PURCHASING/VEHICLE MAINTENANCE	\$101,165	\$82,331	\$18,834	18.6%	\$80,475	\$1,856
548 RISK MANAGEMENT	\$0	\$2	(\$2)	0.0%	\$0	\$2
549 BJA GRANT	\$23,000	\$15,238	\$7,762	33.7%	\$0	\$15,238
551 INSURANCE & BENEFITS	\$1,074,304	\$1,115,217	(\$40,913)	-3.8%	\$1,071,540	\$43,677
556 COUNTY ATTORNEY	\$175,811	\$132,284	\$43,527	24.8%	\$132,884	(\$599)
561 MISCELLANEOUS	\$440,658	\$185,282	\$255,376	58.0%	\$185,974	(\$692)
562 LOCAL GOVERNMENT ASSISTANCE	\$393,969	\$393,969	\$0	0.0%	\$355,861	\$38,108
563 SPECIAL APPROPRIATIONS	\$61,500	\$56,750	\$4,750	7.7%	\$41,500	\$15,250
578 INFORMATION TECHNOLOGY	\$259,573	\$147,676	\$111,897	43.1%	\$83,247	\$64,429
<b>TOTAL EXPENDITURE</b>	<b>\$22,997,837</b>	<b>\$18,563,058</b>	<b>\$4,434,779</b>	<b>19.3%</b>	<b>\$17,749,152</b>	<b>\$813,906</b>
<b>TRANSFERS:</b>		<b>\$304,404</b>	<b>\$304,404</b>	<b>0.0%</b>	<b>\$476,837</b>	<b>(\$172,433)</b>
<b>EXCESS (DEFICIENCY) OF REVENUE</b>	<b>\$287,280</b>	<b>\$2,025,884</b>	<b>(\$1,129,796)</b>		<b>\$2,013,210</b>	<b>\$12,673</b>

FY 2019 BUDGET COMPARISON

FY 2018 ACTUAL  
COMPARISON

	<u>FY 2019 BUDGET</u>	<u>YEAR-TO-DATE AS OF APRIL 30, 2019</u>	<u>BUDGET FUNDS REMAINING \$</u>	<u>BUDGET FUNDS REMAINING %</u>	<u>FY 2018 YEAR-TO- DATE</u>	<u>VARIANCE OF CURRENT AND PRIOR FISCAL YEAR</u>
<b>113 TREASURER SPECIAL REVENUE FUND</b>						
<b>REVENUE:</b>						
340 CHARGE FOR SERVICES	\$400,000	\$318,702	\$81,298	20.3%	\$243,922	\$74,780
<b>TOTAL REVENUE</b>	<b>\$400,000</b>	<b>\$318,702</b>	<b>\$81,298</b>	<b>20.3%</b>	<b>\$243,922</b>	<b>\$74,780</b>
<b>EXPENDITURE:</b>						
113 TREASURER SPECIAL REVENUE	\$340,000	\$383,512	(\$43,512)	-12.8%	(\$127,596)	\$511,108
<b>TOTAL EXPENDITURE</b>	<b>\$340,000</b>	<b>\$383,512</b>	<b>(\$43,512)</b>	<b>-12.8%</b>	<b>(\$127,596)</b>	<b>\$511,108</b>
<b>TRANSFERS:</b>		<b>(\$358,404)</b>				
<b>EXCESS (DEFICIENCY) OF REVENUE</b>	<b>\$60,000</b>	<b>(\$423,214)</b>	<b>\$124,810</b>		<b>\$371,518</b>	<b>(\$436,328)</b>

114 SHERIFF OFFICE SPECIAL REVENUE FUNDS

<b>REVENUE:</b>						
330 INTERGOVERNMENTAL REVENUE	\$39,500	\$48,565	(\$9,065)	-22.9%	\$21,427	\$27,137
340 CHARGE FOR SERVICES	\$75,000	\$114,205	(\$39,205)	-52.3%	\$89,849	\$24,355
364 CONTRIB FROM PRIVATE SOUR	\$7,500	\$8,897	(\$1,397)	-18.6%	\$7,915	\$982
<b>TOTAL REVENUE</b>	<b>\$122,000</b>	<b>\$171,667</b>	<b>(\$49,667)</b>	<b>-40.7%</b>	<b>\$119,192</b>	<b>\$52,475</b>
<b>EXPENDITURE:</b>						
523 DETENTION CENTER	\$209,000	\$53,575	\$155,425	74.4%	\$65,766	(\$12,191)
542 SHERIFF'S OFFICE	\$70,000	\$73,817	(\$3,817)	-5.5%	\$35,018	\$38,800
<b>TOTAL EXPENDITURE</b>	<b>\$279,000</b>	<b>\$127,393</b>	<b>\$151,607</b>	<b>54.3%</b>	<b>\$100,784</b>	<b>\$26,609</b>
<b>TRANSFERS:</b>						
<b>EXCESS (DEFICIENCY) OF REVENUE</b>	<b>(\$157,000)</b>	<b>\$44,274</b>	<b>(\$201,274)</b>		<b>\$18,408</b>	<b>\$25,866</b>



LAURENS COUNTY GOVERNMENT  
REVENUE & EXPENDITURE STATEMENT  
AS OF APRIL 30, 2019  
FY 2019

FY 2019 BUDGET COMPARISON

FY 2018 ACTUAL  
COMPARISON

		<u>FY 2019 BUDGET</u>	<u>YEAR-TO-DATE AS OF APRIL 30, 2019</u>	<u>BUDGET FUNDS REMAINING \$</u>	<u>BUDGET FUNDS REMAINING %</u>	<u>FY 2018 YEAR-TO- DATE</u>	<u>VARIANCE OF CURRENT AND PRIOR FISCAL YEAR</u>
<b>123 FIRE DEPARTMENT</b>							
REVENUE:							
	311 GENERAL PROPERTY TAXES	\$2,935,000	\$2,877,718	\$57,282	2.0%	\$2,782,759	\$94,959
	330 INTERGOVERNMENTAL REVENUE	\$0	\$922	(\$922)	0.0%	\$825	\$97
	<b>TOTAL REVENUE</b>	<b>\$2,935,000</b>	<b>\$2,878,639</b>	<b>\$56,361</b>	<b>1.9%</b>	<b>\$2,783,584</b>	<b>\$95,056</b>
EXPENDITURE:							
	530 Fire DEPT	\$3,070,820	\$2,620,209	\$450,611	14.7%	\$1,723,981	\$896,227
	<b>TOTAL EXPENDITURE</b>	<b>\$3,070,820</b>	<b>\$2,620,209</b>	<b>\$450,611</b>	<b>14.7%</b>	<b>\$1,723,981</b>	<b>\$896,227</b>
	TRANSFERS:	(\$35,000)	(\$21,816)	(\$13,184)		(\$35,000)	
	<b>EXCESS (DEFICIENCY) OF REVENUE</b>	<b>(\$170,820)</b>	<b>\$236,615</b>	<b>(\$407,435)</b>		<b>\$1,024,603</b>	<b>(\$801,172)</b>
<b>135 RURAL FIRE CAPITAL IMPROVEMENTS</b>							
REVENUE:							
	361 INTEREST EARNED	\$0	\$8,527	(\$8,527)	#DIV/0!	\$10,321	(\$1,794)
	<b>TOTAL REVENUE</b>	<b>\$0</b>	<b>\$8,527</b>	<b>(\$8,527)</b>	<b>#DIV/0!</b>	<b>\$10,321</b>	<b>(\$1,794)</b>
EXPENDITURE:							
	800 RURAL FIRE CAP PROJ	\$0	\$348,174	(\$348,174)	#DIV/0!	\$811,069	(\$462,895)
	<b>TOTAL EXPENDITURE</b>	<b>\$0</b>	<b>\$348,174</b>	<b>(\$348,174)</b>	<b>#DIV/0!</b>	<b>\$811,069</b>	<b>(\$462,895)</b>
	TRANSFERS:	\$0	(\$13,184)	\$13,184		\$0	
	<b>EXCESS (DEFICIENCY) OF REVENUE</b>	<b>\$0</b>	<b>(\$352,831)</b>	<b>\$352,831</b>		<b>(\$800,747)</b>	<b>\$461,101</b>
<b>134 FIRE CAPITAL RESERVE</b>							
REVENUE:							
	311 GENERAL PROPERTY TAXES	\$312,000	\$302,179	\$9,821	3.1%	\$288,662	\$13,517
	<b>TOTAL REVENUE</b>	<b>\$312,000</b>	<b>\$302,179</b>	<b>\$9,821</b>	<b>3.1%</b>	<b>\$288,662</b>	<b>\$13,517</b>
EXPENDITURE:							
	530 FIRE DEPARTMENT	\$461,190	\$100,490	\$360,700	78.2%	\$0	\$100,490
	<b>TOTAL EXPENDITURE</b>	<b>\$461,190</b>	<b>\$100,490</b>	<b>\$360,700</b>	<b>78.2%</b>	<b>\$0</b>	<b>\$100,490</b>
	TRANSFERS:	\$0	(\$13,184)	\$13,184		\$0	
	<b>EXCESS (DEFICIENCY) OF REVENUE</b>	<b>(\$149,190)</b>	<b>\$188,505</b>	<b>(\$337,695)</b>		<b>\$288,662</b>	<b>(\$86,973)</b>



FY 2019 BUDGET COMPARISON

FY 2018 ACTUAL  
COMPARISON

	<u>FY 2019 BUDGET</u>	<u>YEAR-TO-DATE AS OF APRIL 30, 2019</u>	<u>BUDGET FUNDS REMAINING \$</u>	<u>BUDGET FUNDS REMAINING %</u>	<u>FY 2018 YEAR-TO- DATE</u>	<u>VARIANCE OF CURRENT AND PRIOR FISCAL YEAR</u>
<b>128 EMERGENCY MED SERVICE</b>						
<b>REVENUE:</b>						
311 GENERAL PROPERTY TAXES	\$1,525,000	\$1,427,112	\$97,888	6.4%	\$1,394,105	\$33,007
330 INTERGOVERNMENTAL REVENUE	\$21,500	\$10,214	\$11,286	52.5%	\$10,081	\$134
340 CHARGE FOR SERVICES	\$2,354,615	\$1,880,017	\$474,598	20.2%	\$1,661,318	\$218,699
364 CONTRIB FROM PRIVATE SOUR	\$0	\$25	(\$25)	#DIV/0!	\$2	\$23
370 MISC REVENUE	\$0	\$2,028	(\$2,028)	#DIV/0!	\$2	\$2,026
<b>TOTAL REVENUE</b>	<b>\$3,901,115</b>	<b>\$3,319,396</b>	<b>\$581,719</b>	<b>14.9%</b>	<b>\$3,065,508</b>	<b>\$253,887</b>
<b>EXPENDITURE:</b>						
525 EMER MED SERV	\$3,802,487	\$2,829,672	\$972,815	25.6%	\$2,577,989	\$251,683
<b>TOTAL EXPENDITURE</b>	<b>\$3,802,487</b>	<b>\$2,829,672</b>	<b>\$972,815</b>	<b>25.6%</b>	<b>\$2,577,989</b>	<b>\$251,683</b>
<b>TRANSFERS:</b>						
<b>EXCESS (DEFICIENCY) OF REVENUE</b>	<b>\$98,628</b>	<b>\$489,724</b>	<b>(\$391,096)</b>		<b>\$487,519</b>	<b>\$505,570</b>
<b>129 VICTIMS ASSISTANCE</b>						
<b>REVENUE:</b>						
330 INTERGOVERNMENTAL REVENUE	\$40,550	\$18,372	\$22,178	54.7%	\$29,718	(\$11,346)
340 CHARGE FOR SERVICES	\$80,000	\$78,986	\$1,014	1.3%	\$62,929	\$16,058
<b>TOTAL REVENUE</b>	<b>\$120,550</b>	<b>\$97,358</b>	<b>\$23,192</b>	<b>19.2%</b>	<b>\$92,647</b>	<b>\$4,711</b>
<b>EXPENDITURE:</b>						
550 VICTIMS ADVOCATE	\$110,817	\$94,078	\$16,739	15.1%	\$138,051	(\$43,973)
<b>TOTAL EXPENDITURE</b>	<b>\$110,817</b>	<b>\$94,078</b>	<b>\$16,739</b>	<b>15.1%</b>	<b>\$138,051</b>	<b>(\$43,973)</b>
<b>TRANSFERS:</b>						
<b>EXCESS (DEFICIENCY) OF REVENUE</b>	<b>\$9,733</b>	<b>\$3,280</b>	<b>\$6,453</b>		<b>(\$45,404)</b>	<b>\$48,684</b>
<b>129 VICTIMS ASSISTANCE</b>						
<b>REVENUE:</b>						
330 INTERGOVERNMENTAL REVENUE	\$40,550	\$18,372	\$22,178	54.7%	\$29,718	(\$11,346)
340 CHARGE FOR SERVICES	\$80,000	\$78,986	\$1,014	1.3%	\$62,929	\$16,058
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<b>EXPENDITURE:</b>						
550 VICTIMS ADVOCATE	\$110,817	\$94,078	\$16,739	15.1%	\$138,051	(\$43,973)
<b>TOTAL EXPENDITURE</b>	<b>\$110,817</b>	<b>\$94,078</b>	<b>\$16,739</b>	<b>15.1%</b>	<b>\$138,051</b>	<b>(\$43,973)</b>
<b>TRANSFERS:</b>						
<b>EXCESS (DEFICIENCY) OF REVENUE</b>	<b>\$9,733</b>	<b>\$3,280</b>	<b>\$6,453</b>		<b>(\$45,404)</b>	<b>\$48,684</b>

FY 2019 BUDGET COMPARISON

FY 2018 ACTUAL  
COMPARISON

	<u>FY 2019 BUDGET</u>	<u>YEAR-TO-DATE AS OF APRIL 30, 2019</u>	<u>BUDGET FUNDS REMAINING \$</u>	<u>BUDGET FUNDS REMAINING %</u>	<u>FY 2018 YEAR-TO- DATE</u>	<u>VARIANCE OF CURRENT AND PRIOR FISCAL YEAR</u>
<b>210 SOLID WASTE MANAGEMENT</b>						
<b>REVENUE:</b>						
330 INTERGOVERNMENTAL REVENUE	\$139,030	\$100,701	\$38,329	27.6%	\$40,151	\$60,551
340 CHARGE FOR SERVICES	\$2,149,000	\$2,011,874	\$137,126	6.4%	\$1,867,969	\$143,905
364 CONTRIBUTION	\$0	\$1,500	(\$1,500)	0.0%	\$0	\$1,500
<b>TOTAL REVENUE</b>	<b>\$2,288,030</b>	<b>\$2,114,075</b>	<b>\$173,955</b>	<b>7.6%</b>	<b>\$1,908,119</b>	<b>\$205,956</b>
<b>EXPENDITURE:</b>						
580 LANDFILL	\$1,299,518	\$893,479	\$406,039	31.2%	\$825,588	\$67,891
590 SOLID WASTE/RURAL COLLECT	\$780,873	\$623,163	\$157,710	20.2%	\$568,443	\$54,720
592 LITTER & HUMANE	\$288,316	\$216,660	\$71,656	24.9%	\$215,094	\$1,566
595 SOLID WASTE CAPITAL	\$235,000	\$175,191	\$59,809	25.5%	\$94,490	\$80,701
<b>TOTAL EXPENDITURE</b>	<b>\$2,603,707</b>	<b>\$1,908,493</b>	<b>\$695,214</b>	<b>26.7%</b>	<b>\$1,703,616</b>	<b>\$204,877</b>
TRANSFERS						
<b>EXCESS (DEFICIENCY) OF REVENUE</b>	<b>(\$315,677)</b>	<b>\$205,582</b>	<b>(\$521,259)</b>		<b>\$204,503</b>	<b>\$1,079</b>
<b>342 TECH/COLLEGE EDUCATION</b>						
<b>REVENUE:</b>						
311 GENERAL PROPERTY TAXES	\$206,664	\$201,008	\$5,656	2.7%	\$195,459	\$5,549
<b>TOTAL REVENUE</b>	<b>\$206,664</b>	<b>\$201,008</b>	<b>\$5,656</b>	<b>0.0%</b>	<b>\$195,459</b>	<b>\$5,549</b>
<b>EXPENDITURE:</b>						
800 TECH/COLLEGE ED	\$206,664	\$198,355	\$8,309	4.0%	\$0	\$198,355
<b>TOTAL EXPENDITURE</b>	<b>\$206,664</b>	<b>\$2,653</b>	<b>\$204,011</b>	<b>0.0%</b>		
TRANSFERS:	\$0					
<b>DEFICIENCY OF REVENUE</b>	<b>\$0</b>	<b>\$2,653</b>	<b>(\$2,653)</b>		<b>\$195,459</b>	<b>(\$192,806)</b>
<b>600 CAPITAL PROJECTS AND EQUIPMENT</b>						
<b>REVENUE:</b>						
311 GENERAL PROPERTY TAXES	\$1,035,000	\$1,202,438	(\$167,438)	-16.2%	\$1,157,816	\$44,622
330 INTERGOVERNMENTAL REVENUE	\$152,000	\$0	\$152,000	100.0%	\$398,351	(\$398,351)
364 CONTRIBUTIONS	\$0	\$229,792	(\$229,792)	0.0%	\$0	\$229,792
393 LEASE PROCEEDS	\$1,033,900	\$1,137,985	(\$104,085)	-10.1%	\$424,509	\$713,476
<b>TOTAL REVENUE</b>	<b>\$2,220,900</b>	<b>\$2,570,215</b>	<b>(\$349,315)</b>	<b>0.0%</b>	<b>\$1,980,677</b>	<b>\$589,538</b>
<b>EXPENDITURE:</b>						
555 CAPTIAL ASSETS	\$3,831,395	\$3,467,925	\$363,470	9.5%	\$1,797,413	\$1,670,511
<b>TOTAL EXPENDITURE</b>	<b>\$3,831,395</b>	<b>\$3,467,925</b>	<b>\$363,470</b>	<b>0.0%</b>	<b>\$1,797,413</b>	<b>\$1,670,511</b>
TRANSFERS:	\$0	\$54,000				
<b>DEFICIENCY OF REVENUE</b>	<b>(\$1,610,495)</b>	<b>(\$843,709)</b>	<b>(\$712,786)</b>		<b>\$183,264</b>	<b>(\$1,080,973)</b>

**OLD BUSINESS:**

**PUBLIC HEARING ORDINANCE #863 – FLOOD CONTROL ORDINANCE** – Vice Chairman Wood opened the public hearing at 5:19 P.M. Having no one wishing to address the Ordinance, Vice Chairman Wood closed the hearing at 5:20 P.M.

**THIRD READING, ORDINANCE #863 – FLOOD CONTROL ORDINANCE** – COUNCILMAN MCDANIEL made the MOTION to approve Ordinance #863 upon second reading as presented with COUNCILWOMAN ANDERSON SECONDING; VOTE 5-0.

**NEW BUSINESS:**

**DISCUSSION - LAKELANDS DISTRICT FIRE SERVICE** – Greg Lindley, Director of Fire Services for Laurens County approached Council saying, “We have an issue with several of our Rural Volunteer Fire Departments as to volunteers. We desperately need more volunteers in several of our rural departments. Its not like it was twenty or thirty (20 or 30 ) years ago. We now have a lot of training for certifications that need to be current. There are three (3) stations that are in a geographic area known as the Lakelands area and each one are lacking in certified volunteers. The Waterloo Station has not had a Fire Chief in over three (3) years. Our Office has had to place a Division Chief to be in charge and keep it running. The Department also only have five (5) active fire personnel with a fifty eight percent (58%) response to calls that are dispatched to them. There are issues with response times. We are trying to start a recruiting process within these areas and are entertaining fourteen to seventeen (14 to 17) year olds. With attempts to train and encourage them to become active within their community fire service. Without volunteers, we will need to consider manning full time employees”.

Continuing Mr. Lindley said, “The stations in this area – Waterloo towards Cross Hill – is in dire need of volunteers. The Cross Hill Station is actually the best department we have in this region with a roster of well over twenty (20) volunteers. But, they are handicapped due to not having a Board of Directors for several years leading to the reduction of and maintaining required paperwork. This has resulted in fines from the Secretary of State and the IRS. This department has a sixty five percent (65%) response time to dispatched calls. The Mountville Station is one of the smallest departments as to rural fire stations. Currently they only have three (3) active firefighters with a fifty one percent (51%) response time to dispatched calls. If volunteers aren’t found, then we are going to have to look at permanently staffing a station”.

Councilman Carroll asked what kind of costs estimates do you have towards staffing a station like this? Mr. Lindley replied that it would be approximately one hundred twenty two thousand dollars (\$122,000) a year to staff.

Vice Chairman Wood stated that a lot of the people in the County do not know where the operational dollars come from – the unincorporated areas.

**PRESENTATION - ROADS PAVEMENT MANAGEMENT PLAN** – Public Works Director Dale Satterfield, Tim Stoddard, Superintendent, Roads and Bridges and Billy Wilson, Public Works Deputy Director approached Council providing a proposed roads pavement management plan that they have been working on for the County.

Mr. Wilson said, “Our roadways are our largest capital asset. It is a liability that has not been addressed in the past and now we are in dire needs to do something towards maintaining our roadways. In April we completed an inventory of all county roads with a condition assessment of the roads. In the Class 3 assessment, there are approximately two hundred twenty one (221) miles of roads.

Administrator Caime said, “The roadways are like roofs. If you allow them to degrade and fall apart you are in trouble. If one starts the repairs at a good point you have better control of the costly repairs”.

The following PowerPoint was presented to Council:

Laurens County Road Condition Assessment  
2019 vs. 2029

## SCDOT Reported April 2019

South Carolina is #1 in fatality rate in the nation.

And, 60% of the fatalities occur on rural roads.

Laurens County receives \$650,000 per year which resurfaces 8 miles based on recent projects.

With 401 miles of road infrastructure, we're asking our county roads to last 50 years.

**With our current investment practices,  
WE'RE LOSING OUR COUNTY ROAD ASSET!**

## Current vs. 2029 Infrastructure By Rating

<u>2019</u>			<u>2029</u>	
Class 1	31 roads	16.76 miles	4.8%	
Class 2	231 roads	104.93 miles	26.19%	
Class 3	385 roads	221.20 miles	55.20%	68 miles 16.86%
Class 4	124 roads	56.89 miles	14.20%	325 miles 81.06%

In ten years we will have **325 miles** of Class 4 roads, AND,  
a \$100,000,000 CHALLENGE!

**Note: Average length of a county owned road is ½ mile.**

## Rating Guidelines

Class 1: New surface no cracking or deformities. 12 to 15 year life.

Class 2: Minor lateral cracking. 3 to 5 year life.

Class 3: Prevalent lateral and longitudinal cracking and patching. 2 to 3 year life.

Class 4: Cracked through-out(alligatored cracking) sub-grade failures.  
Reconstruction of base required.



Class 3



Class 4



Class 4

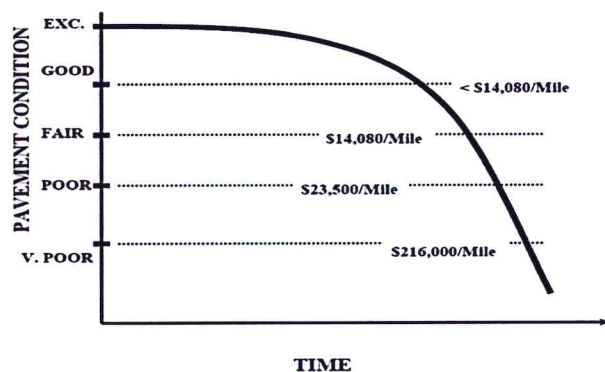


FIGURE 2: Road Degradation over Time and Costs to Resurface

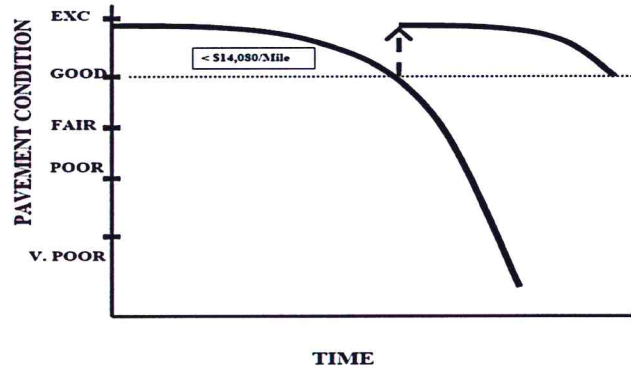


FIGURE 3: Paved Road Degradation With Resurface at Optimal Time

### Estimated Cost of Restoration: Contractor and In-House Class 3 & 4

CURRENT:

Miles	Contractor	In-House	Savings
278 (221/57)	\$38,421,359	\$15,385,869	\$23,035,490

We have a \$40,000,000 challenge in 2019.

**\$100,000,000 in 2029!**

Mr. Wilson said, "In ten (10) years if we don't do something, we are going to have three hundred twenty five (325) miles of class four (4) roads which is deplorable conditions for roads. During our inventory, we learned that the majority of our roads are mostly a half a mile long. We have rated our roads the same way that the County Transportation Committee has rated theirs. In Laurens County we have seven hundred seventy one (771) roads that are approximately four hundred one (401) miles. The costs are going to increase every year if something isn't done. Underfunding Roads and Bridges is going to result in at least one hundred million dollars (100,000,000) to repair. What we are looking at as a short term solution is three (3) personnel at an annual cost of one hundred four thousand dollars (\$104,000); material two hundred twelve thousand dollars (\$212,000); a six (6) year lease purchase of one hundred thousand dollars (\$100,000) for used equipment. The monies for this can come from the road fee if it is increased. In 2007 Laurens County placed a fifteen dollar (\$15) road fee on the tax records. We would need to increase this by seven dollars (\$7.00) totaling twenty two dollars (\$22)".

Mr. Stoddard, Roads and Bridges Superintendent said, "Sealing the cracks in the roadways helps to keep the conditions at bay. It stops the water from getting down in to the subgrade causing a double erosion of a road.

Using a chip-seal method helps to buy some time. Paving is actually a seasonal process within a three to four (3-4) month window. And it allows the in between months for the shoulder work and other preparational means to get things ready”.

Vice Chairman Wood stated that it was hard for him to see where three (3) new employees could do all of this work. Mr. Stoddard replied that some of the present crews would also be helping.

Councilman Younts asked what amount of time would be required to do a half mile of roadway. Mr. Stoddard replied that it would be about two or three (2 or 3) miles a day.

Councilman Younts asked how long it take to do the longer roadways. Mr. Stoddard replied that most of the County roads are short roads.

Councilwoman Anderson agreed that the County needs a plan with prioritization in place and that she was not against a plan; that she wanted to understand better as to how this would actually benefit the County.

Councilman McDaniel asked if there were any predictions as to the state and the gas tax. Mr. Wilson replied that the formula with the gas tax and the transportation Committee is based on population per square miles and that the County Transportation Committee can provide and undetermined amount of dollars to a municipality and should be match.

Vice Chairman Wood stated that this should be taken as information at this time. Chairman Pitts assigned this to the Council Committee on Public Works.

**PROJECTED SAVINGS 2019 vs. 2029  
CURRENT MILES PER CLASS 3 & 4**

<u>Rating 2019</u>	<u>Miles</u>	<u>Sq.Yd.</u>	<u>Contr. \$</u>	<u>In-House \$</u>	<u>Savings</u>
3	221	2,046,165	\$14,323,157	\$3,069,248	\$11,253,909
4	57	535,040	\$24,098,202	\$12,316,621	\$11,781,581
	278	2,581,205	\$38,421,359	\$15,385,869	\$23,035,490
<u>Rating 2029 (10 years)</u>	<u>Miles</u>	<u>Sq.Yd.</u>	<u>Contr. \$</u>	<u>In-House \$</u>	<u>Savings</u>
3	68	629,589	\$4,407,125	\$944,384	\$3,462,741
4	325	3,009,067	\$135,528,363	\$69,268,715	\$66,259,648
	393	3,638,656	\$139,935,488	\$70,213,099	\$69,722,389
<u>Pricing/Sq Yd</u>	<u>Class 3</u>	<u>Class 4</u>	<u>Class 3 (2%-10yr)</u>	<u>Class 4 (2%-10yr)</u>	
Contractor	\$7.00	\$45.04	\$3.05	\$54.90	Per Sq Yd
In-House	\$1.50	\$23.02	\$1.83	\$28.06	Per Sq Yd

**Investment:**

**Equipment**

Steel Wheel Packer	\$35,000	
Rubber Tire Roller	\$35,000	
Chip Spreader	\$68,000	
Tack Truck	\$70,000	
Water Truck	\$70,000	
Belt Loader	\$50,000	
Broom Tractor	\$61,000	
Low-Boy Trailer	\$30,000	
Asphalt Spreader	\$38,000	
Dura-Patcher	\$105,000	<b><u>\$562,000</u></b>

<u>Labor</u>	<u>Hourly Pay</u>	<u>Benefits</u>			
Crew Chief/HEO	\$14.70	\$5.15			
Light Equip. Operator	\$11.49	\$4.02			
Laborer	\$10.72	\$3.75	<u>\$49.83</u>	<u>\$103,643</u>	Annual w/ benefits
 <u>Annual Materials</u>					
Stone	\$71,000				
Emulsion	<u>\$141,000</u>	<u>\$212,000</u>	Total Materials		
 Total Annual Investment.:					
			\$665,643	Based on 25 miles/year:	
				<u>Savings</u>	<u>ROI</u>
				\$1,290,667	0.52

Note: Contractor/In-House price based on full depth patching and leveling before Chip Seal.  
Benefits are calculated at 35% of salary.

**PUBLIC COMMENT - FIFTEEN (15) MINUTE PERIOD FOR PUBLIC COMMENT:**

- 1.) Mrs. Marilyn Easler, approached Council inviting all to a County Council Forum for County Council District #4 on Thursday at 6:30 P.M. at the Laurens County Farm Bureau.

**COUNTY COUNCIL COMMENTS:**

- 1.) Councilman Carroll said, "Our roads are neglected and we have got to stop talking and take action. This County Council has got to take action for the people. We need to step up and take ownership of what we need to do as a Council".
- 2.) Councilman Younts said, "I agree with Councilman Carroll on the road conditions. We are not even catching up with all that needs to be done. It is time for this Council to get involved and fix the roads; not just consider it, we need to make it happen".
- 3.) Vice Chairman Wood asked for all to keep those mid-western states in prayer.

**EXECUTIVE SESSION** – There was a CONSENSUS of COUNCIL (5-0) to move into Executive Session at 6:35 P.M. to discuss a contractual matter, City of Clinton Fire Contract and a Legal Briefing, Capital Project Sales Tax.

There was a COUNCIL CONSENSUS to reconvene in open session at 7:00 P.M. Chairman Pitts reported the following:

- **CONTRACTUAL MATTER – CITY OF CLINTON** – COUNCILMAN CARROLL made the MOTION to approve the Clinton Fire Contract for one (1) year at two hundred ninety three thousand and sixty eight dollars (\$293,068). COUNCILWOMAN ANDERSON SECONDING; VOTE 5-0.
- **LEGAL BRIEFING, CAPITAL PROJECT SALES TAX** - No action taken.

**ADJOURMENT** – COUNCILMAN MCDANIEL made the MOTION to adjourn at 7:15 P.M. with COUNCILMAN CARROLL SECONDING; VOTE 5-0.

As a matter of record, the scheduled session for session #4 of budget discussions was omitted due to the number present.

Respectfully Submitted,   
Betty C. Walsh  
Laurens County Clerk to Council





Reports To Council:  
Update - Inspections and Code Enforcement



**AGENDA ITEM – REQUEST SHEET – COUNTY COUNCIL**

# Issued Permits Laurens County

07/01/2018 - 06/04/2019

Commercial Alteration	Permits Issued	Valuation	Fees Paid
Commercial Addition	8	\$724,745.00	\$10,522.01
Commercial Alteration	23	\$3,582,718.62	\$17,826.28
Demolition Permit - Commercial	1		\$206.00
Subtotals:	32	\$4,307,463.62	\$28,554.29
Commercial New	Permits Issued	Valuation	Fees Paid
Accessory Structure - Commercial	3	\$64,740.00	\$520.00
New Commercial	26	\$11,404,815.39	\$62,783.81
Commercial Shell Permit	2	\$823,000.00	\$5,263.33
Site Grading	4	\$1,400,100.00	\$1,363.00
Subtotals:	35	\$13,692,655.39	\$69,930.14
Commercial One Stop	Permits Issued	Valuation	Fees Paid
Electrical - Alteration Commercial Permit	4	\$23,200.00	\$314.15
Occupancy Permit	5	\$225.00	\$475.00
Electrical - Miscellaneous	11	\$194,673.00	\$1,442.67
Electrical - New Commercial Permit	8	\$93,000.00	\$807.61
Mechanical - Commercial Permit	8	\$74,248.00	\$747.05
Miscellaneous - Commercial	5	\$14,350.00	\$336.15
Subtotals:	41	\$399,696.00	\$4,122.63
One Stop	Permits Issued	Valuation	Fees Paid
Mobile Home Moving	71	\$110,975.00	\$1,778.00
Re-Roof EPDM/TPO- Permit	4	\$603,003.00	\$2,061.70
Replacement Windows/Doors	20	\$92,819.33	\$1,453.55
Re-Roof Asphalt	126	\$883,036.76	\$10,521.50
Sign Permit	1	\$8,000.00	\$131.31
Subtotals:	222	\$1,697,834.09	\$15,946.06
Other	Permits Issued	Valuation	Fees Paid
Code Enforcement - Dumpster	4	\$550.00	\$50.00
Code Enforcement - Exterior Premises	2	\$0.00	\$0.00
Code Enforcement - Meth Lab Clean Up	2	\$100.00	\$200.00
Subtotals:	8	\$650.00	\$250.00

	Permits Issued	Valuation	Fees Paid
Planning			
Special Events Permit	1		\$75.00
Subtotals:	1		\$75.00
Residential Alteration			
Demolition Permit - Residential	10	\$4,400.00	\$500.00
Residential Addition	31	\$793,341.47	\$7,335.05
Residential Alteration	89	\$1,349,496.27	\$14,151.89
Carport/Patio Cover Permit	1	\$3,231.00	\$65.00
Subtotals:	131	\$2,150,468.74	\$22,051.94
Residential New			
Accessory Structure - Residential	69	\$1,684,782.58	\$13,728.34
Pool/Hot Tub Permit	10	\$487,975.25	\$2,816.57
Agricultural Permit - Residential	12	\$439,252.00	\$1,946.15
Agricultural Permit <5 acres-Residential	6	\$134,110.00	\$346.50
Deck/Patio Permit	6	\$107,759.00	\$836.20
New Residential Building	7	\$411,186.00	\$2,608.60
Single Family Dwelling	128	\$18,237,348.63	\$102,612.09
Solar Groundmount - Residential	7	\$212,577.75	\$1,814.00
Solar Roof Installation - Residential	13	\$257,231.70	\$3,084.75
Subtotals:	258	\$21,972,222.91	\$129,793.20
Residential One Stop			
Camper Decal Permit	22	\$120,950.00	\$911.50
Electrical - Miscellaneous	230	\$140,383.00	\$12,021.40
Electrical - New Residential Permit	17	\$13,380.00	\$1,071.45
Mechanical - Residential Permit	63	\$312,066.50	\$4,648.60
Mobile Home Change of Ownership	183	\$1,802,563.45	\$10,520.40
Mobile Home Disposal	15	\$3,675.00	\$750.75
Mobile Home License Permit Only	1		\$0.00
Mobile Home Replacement Decal	4	\$870.00	\$81.50
Mobile Home Set-up Permit - Existing	75	\$608,319.00	\$18,845.00
Mobile Home Set-up Permit - New	91	\$6,903,881.36	\$32,337.75
Plumbing - Residential Permit	4	\$6,650.00	\$236.95
Electrical - Alteration Residential Permit	35	\$34,167.88	\$2,067.20
Gas Permit - Residential	21	\$24,947.00	\$1,142.10

Miscellaneous - Residential	11	\$70,802.00	\$1,450.55
Mobile Home De-Title	92	\$308,075.23	\$6,906.00
Moving a Structure	17	\$75.00	\$425.75
Subtotals:	881	\$10,350,805.42	\$93,416.90
Totals:	1609	\$54,571,796.17	\$364,140.16

add projected June fees \$27,000  
add \$23,490 for pending fee for Muffin Mam

Total fees collected from City of Laurens permits

\$58,219.00

2018  
2017

\$365,524.00  
\$297,000.00

Fees peaked in 2005

\$384,025.00

**Code Enforcement**

New cases 2019 78  
New cases 2018 88  
New cases 2017 79

Dilapidated homes demolished 10  
Dilapidated Commercial structures demolished 3  
Dilapidated Mobile Homes demolished 11





Old Business:  
Self Funding Plan for  
Solid Waste Transfer and Capital



## AGENDA ITEM – REQUEST SHEET – COUNTY COUNCIL

ALL REQUESTS should be submitted by 1:00 P.M. on the Wednesday prior to the Tuesday meeting of Council. All other requests not submitted by the deadline will be retained and scheduled for the next meeting of Council.

Agenda Item #: 7/a

DEPARTMENT / AGENCY: Solid Waste

COUNCIL ACTION REQUESTED: \_\_\_\_\_

- 
1. Approve self funding loan of up to \$1,375,000 from the GF FB UD to the 210 SW EF
  2. Set an interest rate on the \$1,375,000 loan to SW EF at 2.4% of outstanding balance
  3. Approve self funding of up to \$500,000 for FY20 Solid Waste Equipment
  4. Set an interest rate on the \$500,000 loan to SW EF at 2.4% of outstanding balance
- 

**More Detailed Description:**

With the failure of the contract negotiations with Republic on the transfer station, we have now entered into an agreement with Greenville County to use the Twin Chimneys landfill. We need to build a transfer station asap and purchase the equipment needed to manage that transfer station.

This program of owning and operating our own transfer station using Twin Chimneys will not require the previously needed increase in the household fee to \$75.

We are recommending that we self fund these needs using the reserves from the General fund with a payback to the General fund from the revenues received in the Solid Waste Enterprise fund. Rather than paying in excess of \$300,000 in interest to an outside bank we suggest charging a lower interest of 2.4% and paying all the interest to the tax payers of Laurens County.

The attached chart shows a potential growth in the fund balance with these payment plans over a 5 year payback on the equipment and 10 year payback on the station. We will accelerate this program to get this debt paid off quicker than this but this shows that we will have sufficient revenues coming in the Solid Waste Enterprise fund to cover this debt.

FINANCIAL AMOUNT REQUESTED \_\_\_\_\_

SOURCE OF FUNDING: \_\_\_\_\_

(PLEASE – attach subject matter document pages as necessary)





Old Business:

Lease / Purchase - Fire Equipment Bid Award





## AGENDA ITEM – REQUEST SHEET – COUNTY COUNCIL

ALL REQUESTS should be submitted by 1:00 P.M. on the Wednesday prior to the Tuesday meeting of Council. All other requests not submitted by the deadline will be retained and scheduled for the next meeting of Council.

Agenda Item #: 7/d

DEPARTMENT / AGENCY: FIRE SERVICE

COUNCIL ACTION REQUESTED: Request for approval for lease purchase of pumper/tankers and rescue trucks.

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**More Detailed Description:** After receiving three separate quotes for the lease using the HGAC cooperative purchase agreement, the fire service is requesting to spend 3.5 million on a 10-year lease to purchase 10 Pumper/Tankers and 2 rescue trucks.

FINANCIAL AMOUNT REQUESTED \$3.5 million

SOURCE OF FUNDING: Current tax millage

(PLEASE – attach subject matter document pages as necessary)

## Laurens County

Compound Period ..... : Annual

Nominal Annual Rate .... : 2.750 %

## CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	09/01/2019	3,500,000.00	1		
2 Payment	09/01/2020	405,089.02	10	Annual	09/01/2029

## AMORTIZATION SCHEDULE - Normal Amortization

Date	Payment	Interest	Principal	Balance
Loan 09/01/2019				
2019 Totals	0.00	0.00	0.00	3,500,000.00
1 09/01/2020	405,089.02	96,250.00	308,839.02	3,191,160.98
2020 Totals	405,089.02	96,250.00	308,839.02	
2 09/01/2021	405,089.02	87,756.93	317,332.09	2,873,828.89
2021 Totals	405,089.02	87,756.93	317,332.09	
3 09/01/2022	405,089.02	79,030.29	326,058.73	2,547,770.16
2022 Totals	405,089.02	79,030.29	326,058.73	
4 09/01/2023	405,089.02	70,063.68	335,025.34	2,212,744.82
2023 Totals	405,089.02	70,063.68	335,025.34	
5 09/01/2024	405,089.02	60,850.48	344,238.54	1,868,506.28
2024 Totals	405,089.02	60,850.48	344,238.54	
6 09/01/2025	405,089.02	51,383.92	353,705.10	1,514,801.18
2025 Totals	405,089.02	51,383.92	353,705.10	
7 09/01/2026	405,089.02	41,657.03	363,431.99	1,151,369.19
2026 Totals	405,089.02	41,657.03	363,431.99	
8 09/01/2027	405,089.02	31,662.65	373,426.37	777,942.82
2027 Totals	405,089.02	31,662.65	373,426.37	
9 09/01/2028	405,089.02	21,393.43	383,695.59	394,247.23
2028 Totals	405,089.02	21,393.43	383,695.59	
10 09/01/2029	405,089.02	10,841.79	394,247.23	0.00
2029 Totals	405,089.02	10,841.79	394,247.23	
Grand Totals	4,050,890.20	550,890.20	3,500,000.00	



Old Business:

Award Transfer Station



## **AGENDA ITEM – REQUEST SHEET – COUNTY COUNCIL**

**ALL REQUESTS** should be submitted by 1:00 P.M. on the Wednesday prior to the Tuesday meeting of Council. All other requests not submitted by the deadline will be retained and scheduled for the next meeting of Council.

Agenda Item #: 7/a

**DEPARTMENT / AGENCY:** Solid Waste

**COUNCIL ACTION REQUESTED:** Bid Approval for Transfer Station Construction not to exceed \$1,375,500.

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### **More Detailed Description:**

Attached is the Bid Tabulation Sheet for the construction of the Laurens County Transfer Station. The Transfer Station will be constructed at the end of Landfill Road intersecting with the 127 Bypass. The apparent qualified low bidder is Sossamon Construction at \$1,375,500.00. The estimated costs for the Project was estimated at \$1,200,000. The price differential is an estimated 5,000 cu yds. of fill dirt needed to achieve the elevation of the Tipping Floor. Additional surveying is being conducted to determine the exact amount of fill dirt required to reduce the bid price. Also, we have located a source for the fill dirt adjacent to the Detention Center which will provide the fill dirt free of charge. Other options are being investigated as well to reduce costs.

Also, attached is the Laurens County Transfer Station Conceptual Design Proposal dated March 12, 2019 should you desire to review the project in full.

**FINANCIAL AMOUNT REQUESTED:** \$1,375,500

**SOURCE OF FUNDING:** Solid Waste Capital Fund 210

**(PLEASE – attach subject matter document pages as necessary)**



# BID TABULATION SHEET

ITEM: Laurens County Transfer Station

DATE: 5-21-19

TIME: 10:00 AM

	NAME	ADDRESS	BID AMOUNT
1.)	BWC	PO Box 65, Gaffney SC 29342	\$1,496,528.00 Unit Cost Concrete \$5.50/sq ft Unit Cost Gravel \$1/sq ft
2.)	Sossaman	510 Old Post Rd, Gaffney SC 29341	\$1,375,500.00 Unit Cost Concrete \$ 7.65/sq ft Unit Cost Gravel \$ 38.40/ton
3.)	Solid Structures	PO Box 3078, West Columbia, SC 29171-3078	\$2,430,154.00 Unit Cost Concrete \$9.36/sq ft Unit Cost Gravel \$46.04/ton
4.)			
5.)			
6.)			
7.)			
8.)			



Old Business:

Approval for Solid Waste Transfer Station  
Rolling Capital Equipment Purchases



## **AGENDA ITEM – REQUEST SHEET – COUNTY COUNCIL**

**ALL REQUESTS** should be submitted by 1:00 P.M. on the Wednesday prior to the Tuesday meeting of Council. All other requests not submitted by the deadline will be retained and scheduled for the next meeting of Council.

Agenda Item #: 7/c

**DEPARTMENT / AGENCY:** Solid Waste Rolling Equipment

**COUNCIL ACTION REQUESTED:** Approval to Purchase Equipment for Transfer Station Operations

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### **More Detailed Description:**

Included in Agenda is an item to approve \$423,400 for rolling stock equipment to begin operations at the Laurens County Transfer Station. The items are: Preowned Front-End Loader w/ Solid tires (\$120,000), Additional Rebuilt Tractor for 48' Trailer (\$50,000) and a Roll Off Truck for Box Sites (\$140,000). Also, included is 10 compactors (\$158,000) to replace those beyond their expected service life and to provide for two at each Convenience Center.

**FINANCIAL AMOUNT REQUESTED:** \$423,400

**SOURCE OF FUNDING:** Solid Waste Fund 210

**(PLEASE – attach subject matter document pages as necessary)**

## Transfer Station/Solid Waste 3 Year CAP

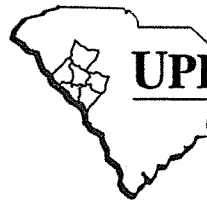
<u>Budget Year</u>	<u>Item Description</u>	<u>Deprec. Yrs</u>	<u>Cost/ea.</u>	<u>Total Cost</u>	<u>Total Budget Yr.</u>
2019-20	Transfer Station Construction	30	\$1,375,500	\$1,375,500	<u>\$1,375,500</u>
	Compactors for Convenience Sites X 8	10	\$19,800	\$158,400	
	Preowned Loader w/ tires	8	\$120,000	\$120,000	
	Rebuilt Road Tractors for Trailers	10	\$50,000	\$50,000	
	Roll Off Truck for Open Tops X 1	12	\$95,000	\$95,000	
					<u>\$423,400</u>
2020-21	Solid Waste Office/Scale House(Commercial)	25	\$170,000	\$170,000	
	Roll Off Truck for Open Tops X 1	12	\$180,000	\$180,000	
	Litter Humane Trucks X 1	5	\$25,000	\$25,000	
					<u>\$375,000</u>
2021-22	Roll Off Truck for Open Tops X 1	12	\$185,000	\$185,000	
					<u>\$185,000</u>





New Business:

Memorandum of Understanding - Upper  
Savannah Council of Governments,  
Workforce Development



### Workforce Development Board

#### MEMORANDUM

Upper Savannah Council of Governments  
430 Helix Road  
Greenwood, SC 29646

Telephone 864-941-8050  
Toll-Free 1-800-922-7729  
FAX 864-941-8090  
www.uppersavannah.com  
e-mail: work@uppersavannah.com  
www.upperscworks.com

**TO:** County Council Chair

**FROM:** Ann Skinner  
Upper Savannah Workforce Development Director

**DATE:** May 16, 2019

**SUBJECT:** 2019-2020 Business Plan for SC Works Centers  
Signature Required

Attached are documents related to the operations of SC Works Center. Upper Savannah has seven SC Works Centers (Abbeville, Edgefield, Greenwood, Laurens, McCormick, Newberry and Saluda). It has a dozen partner programs which come together to fund employment and training services for businesses and job seekers. Most costs are borne by individual programs or agencies, but the SC Works system has a mechanism for sharing the costs of operating centers between organizations that house staff in centers.

The Upper Savannah SC Works system was formed by a consortium of County Council chairs. Each year the business plan is submitted to the consortium members for review and signature. Each county can follow its own procedure, but our requirements do not mandate a vote of council. We need the signature page back by June 25, 2019. Scanned copies are acceptable. Please let us know if you would like additional information or have a staff person present the request at a Council meeting.

Earlier this week, the Upper Savannah Workforce Development Board released an update to its four year strategic plan. We sent an executive summary to you. The entire document can be found at: <https://upperscworks.com/upper-savannah-wioa-local-plan-modification-2016-2020-amended-05-06-2019/>. A signature is not required for the strategic plan.

Attachments

Copy to: County Clerk to Council

**THE UPPER SAVANNAH WORKFORCE AREA SC WORKS SYSTEM**  
**MEMORANDUM OF UNDERSTANDING**  
**PURSUANT TO THE**  
**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

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The parties included in this MOU are the Upper Savannah Workforce Development Board (LWDB), Chief Elected Officials (CEO), the Upper Savannah SC Works Operator (OSO) and the required partners identified in the Act and other optional partners (hereinafter referred to as "Parties"). The partners' respective programs are identified on the signature pages of this agreement.

The CEO is responsible for appointing LWDB members, designating the local grant recipient and, in partnership with the LWDB, providing oversight of the local workforce delivery system.

The LWDB is responsible for developing this MOU with the SC Works partners; competitively procuring SC Works operators; strategic planning; and local policy development and oversight.

The OSO's function is to manage the SC Works system and coordinate the delivery of workforce services delivered through the system.

The SC Works system will bring together a series of partner programs and entities responsible for workforce development, education, and other human resources programs to collaborate in the creation of a seamless customer-focused service delivery network that enhances access to the programs' services.

The Workforce Innovation and Opportunity Act (WIOA) identifies the following entities as required partners in the workforce system:

1. Adult, Dislocated Worker, and Youth Programs
2. Adult Education and Family Literacy Act Programs
3. Wagner-Peyser Employment Services Programs
4. Rehabilitation Programs for Individuals with Disabilities
5. Post-Secondary Education Programs (Perkins)
6. Community Services Block Grant Employment and Training Activities
7. Native American Programs
8. HUD Employment and Training Activities
9. Job Corps Programs
10. Veterans Employment and Training Programs
11. Migrant and Seasonal Farmworker Programs
12. Senior Community Service Employment Programs
13. Trade Adjustment Assistance Programs
14. Unemployment Compensation Programs
15. YouthBuild Programs
16. Temporary Assistance for Needy Families (TANF) Programs
17. Second Chance Programs

With approval of the Local Board and chief elected officials, WIOA also allows other partners to be a part of the workforce system, including local employers and community-based, faith-based, and/or non-profit organizations, as well as employment, education, and training programs provided by public libraries or in

## Revised FTE Methodology MOU Template

the private sector. Optional partner outreach is strongly encouraged as these partnerships are necessary to provide job seekers with the high-quality career, education, and supportive services needed to place them with businesses seeking skilled workers. Optional partners must meet the same conditions as required Parties.

Each Partner agrees to:

- (a) Provide access to its programs or activities through the SC Works delivery system;
- (b) Use a portion of funds made available to the partner's program, to the extent consistent with the Federal law authorizing the partner's program and with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR Part 200 and as supplemented by specific Federal agency Parts and CFRs, to:
  - (1) Provide applicable career services; and
  - (2) Work collaboratively with the State and Local Board to establish and maintain the SC Works delivery system. This includes jointly funding the one-stop infrastructure costs through partner contributions that are based upon:
    - (i) A reasonable cost allocation methodology by which infrastructure costs are charged to each partner in proportion to use and relative benefits received; and
    - (ii) Federal cost principles;
- (c) Enter into an MOU with the Local Board relating to the operation of the SC Works system; and
- (d) Participate in the operation of the SC Works system consistent with the terms of the MOU, requirements of authorizing laws, the Federal cost principles, and all other applicable legal requirements.

The development and implementation of this System will require mutual trust and teamwork between the Parties all working together to accomplish shared goals and in keeping with the main purposes and priorities of WIOA.

Purposes:

- Increasing access to and opportunities for the employment, education, training, and support services that individuals need, particularly those with barriers to employment;
- Supporting the alignment of workforce, education, and economic development systems;
- Improving the quality and labor market relevance of a demand-driven workforce that meets the needs of businesses and job seekers;
- Promoting improvement in the structure and delivery of services; and
- Providing workforce development activities that increase opportunities of participants and that increase post-secondary credential attainment and as a result, improve the quality of the workforce, reduce welfare dependency, increase economic self-sufficiency, meet skill requirements of employers, and enhance productivity and competitiveness of the nation.

The Parties agree to:

- Actively participate in the strategic planning process for the local SC Works system;
- Serve on the Business Services team and participate in industry or sector partnerships, as applicable;
- Participate in SC Works Partner meetings, as appropriate;
- Coordinate and integrate activities so that individuals seeking assistance will have access to information and services that lead to positive employment outcomes; and
- At a minimum, provide electronic access to programs, activities and services:



- Services provided through electronic means will supplement and not supplant those provided through the physical SC Works delivery system. The term “electronic” includes Web sites, social media, internet chat features, and telephone.

### Services

SC Works centers provide services to customers based on individual needs, including the seamless delivery of multiple services to each customer. There is no required sequence of services. From the services listed in *Attachment A, WIOA Required Services*, an “X” indicates which services are directly provided by each partner program. *Attachment B, Upper Savannah SC Works Partner List*, includes all local area Parties participating in the agreement and their service location(s) and program(s) they represent.

### Career Services

Career services will be provided by all Parties in the SC Works Centers. Career Services include but are not limited to:

- **Initial Assessment:** Begins with intake and focuses on determining a customer’s job readiness level, including workforce skills and access to appropriate services.
- **Job Counseling:** Either individually or in group sessions that helps the jobseeker make the best use of the information and services available.
- **Job Referral:** Services that are tailored to the needs of specific employers and jobseekers. Both workers and employers may also choose to post job announcements and resumes on an electronic system that is open to all.
- **Employer Services:** Access to labor market information; recruitment, screening, and referral of qualified applicants; access to economic development information and resources; posting job vacancies; offering customized job training options; connecting firms to SC Works information; technical assistance on assessment, recruitment, and human resource strategies; advocating for targeted employers in key economic sectors; and assistance with major layoffs and plant closures.
- **Labor Market Information:** Current and projected occupational supply and demand information, current occupational wage information; occupational skill standards; nonproprietary information on employers; and information on education and training program outcomes, including completion rates, placement rates, and wage rates of graduates.
- **Information and Referral:** Access to information regarding services needed by jobseekers, such as income assistance, housing, food, or medical care. Referrals to off-site services within the system will be made electronically in accordance with this agreement.
- **Training Related Information:** Access to and information about vocational exploration, basic skills and literacy training, job search skills, self-employment/entrepreneurial training, training leading to the award of skills certificates, work-based learning, two-year or four-year degree programs and state-approved apprenticeship programs.
- **Unemployment Insurance Information:** Phone accessibility to file for unemployment insurance benefits. Internet Claims filing can be done via the internet. Partner staff will provide meaningful assistance to individuals filing an initial claim.
- **Eligibility Determination:** Access to information regarding employment and training services needed by job seekers and eligibility for federal and state funded programs.
- **Outreach/Orientation/Intake:** Promoting local workforce services and activities to provide individuals with the information necessary to register for programs.
- **Performance Information on Local SC Works Centers:** How the local area is performing on the local performance measures and any additional performance information with respect to the SC Works delivery system in the local area.
- **Follow-up Services:** Including retention services and counseling regarding the workplace.

### Unemployment Insurance (UI) Services

WIOA requires that a collaborative process exist among workforce Parties and UI programs. DEW is a recipient of Reemployment Services and Eligibility Assessment (RESEA) grants that provide selected UI claimants reemployment services deemed necessary and beneficial in returning these individuals to gainful employment as quickly as possible. Claimants selected to participate in the RESEA program can receive up to three one-on-one reemployment assessments during their benefit year to help them return to work faster. RESEA staff advises claimants on the wide variety of reemployment services available to them and refers claimants to the services appropriate for their individual needs, including other SC Works partner programs. DEW staff agrees to provide claimants of UI programs information and assistance with filing claims and connecting with reemployment services. UI will share in the cost of the workforce system through the presence of RESEA staff in all comprehensive SC Works centers. DEW will make available UI-related training resources to assist all frontline SC Works staff in providing meaningful assistance with filing UI claims and correctly answering common claimant questions with ease and consistency.

The Workforce Information Portal (WIP) provides a secure method for partner staff to obtain the necessary UI data that is used to determine an individual's potential eligibility for training and employment services programs under WIOA. The WIP also allows all staff to communicate potential UI fraud and availability issues to UI personnel in an efficient and streamlined manner. Sharing such information with UI staff helps to accelerate the claimants' return to suitable employment and ensure their continued eligibility to receive UI benefits. The Parties agree to communicate potential eligibility issues to UI staff through the WIP as appropriate.

Staff members who are authorized to use the WIP have limited access to confidential information in DEW's records that pertain to the administration of UI benefits, including wage reports and/or Personally Identifiable Information (PII). See 20 C.F.R. Part 603.2. These individuals maintain signed Confidentiality Agreements with DEW as required by federal and state law. The Parties agree to communicate changes in staff with access to the WIP and ensure that active users have a signed Confidentiality Agreement with DEW, *Attachment G* to this MOU.

### **Accessibility**

The Parties agree SC Works centers must comply with applicable physical accessibility requirements, as set forth in 29 CFR part 38, and the Americans with Disabilities Act of 1990 (ADA), as amended, to provide services to meet the needs of workers, youth, and individuals with barriers to employment, including individuals with disabilities. Access to services includes: access to technology and materials that are available through the SC Works delivery system; providing reasonable accommodations for individuals with disabilities; making reasonable modifications to policies, practices, and procedures where necessary to avoid discrimination against persons with disabilities; administering programs in the most integrated setting appropriate; communicating with persons with disabilities as effectively as with others; and the use of appropriate auxiliary aids and services, including assistive technology devices and services, where necessary to afford individuals with disabilities an equal opportunity to participate in, and enjoy the benefits of, the program or activity. All SC Works centers must be physically and programmatically accessible to individuals with disabilities.

### **Certification**

The Parties agree to cooperate and participate in the achievement of Certification of the local SC Works System. Local Boards will use the State issued certification standards to access and certify SC Works centers. The criteria will evaluate the SC Works centers and SC Works delivery system for effectiveness, including customer satisfaction, physical and programmatic accessibility, and continuous improvement. Evaluations of effectiveness will include how well the SC Works center integrates available services for

participants and businesses, meets the workforce development needs of participants and local employers, operates in a cost efficient manner, coordinates services among the SC Works partner programs, and provides maximum access to partner program services even outside regular business hours. These evaluations will include criteria evaluating how well the centers and delivery systems take actions to comply with the disability-related regulations implementing WIOA. All Parties must work together to establish processes and services to achieve and maintain the required certification.

#### Center Management

The Center Manager is responsible for the day-to-day operation of the identified facilities. The Center Manager will coordinate with Parties to ensure staff is scheduled appropriately within the Center, respond to questions of an operational nature, manage the facilities, coordinate the Sharing of Resources, and will be the primary point of contact for SC Works Certification Standards and other related issues.

The Operator agrees that partner staff will have access to their assigned work areas during standard business hours during the work week and during extended work hours, including weekend hours if necessary, as special projects, information technology maintenance, extraordinary circumstances or workload may require.

#### Eligibility

Each Partner shall be independently responsible for determining eligibility for their respective programs.

#### Staff Management

- a. Each partner shall be responsible for providing the direct supervision and control of its staff in such matters as selection and hiring decisions, personnel planning and evaluation, salary and benefits and other matters directly pertaining to an employer-employee relationship. Each Partner will facilitate cross training opportunities and cooperative staffing arrangements within the Centers, as appropriate.
- b. Regardless of role or position, all staff within the SC Works system is expected to behave in a manner that maintains a civil workplace environment, free of harassment and intimidation. Management bears a responsibility to ensure that respectful behaviors are exhibited at all times and to address those which are not in accordance with *Attachment D, SC Works Civility Policy*.

#### Dispute Resolution

All SC Works system staff and management have a responsibility to act in good faith towards maintaining a culture of inclusion, dignity, and understanding for all stakeholders in the workforce system. Disputes should be addressed using approaches that facilitate clear communication and respectful interactions that lead to mutually acceptable solutions. For disputes that cannot be resolved informally, the following mediation/resolution process shall be followed.

1. Should informal efforts fail, the authorized signatory official of the WIOA local grant recipient, or designee, and the executive director(s) of the partner(s), or designee(s), shall meet to mediate and resolve the situation.
2. Should these efforts fail, the situation shall be referred to the chair of the Local Workforce Development Board who shall designate an ad hoc committee to mediate with the parties involved to resolve the situation.
3. Should local efforts fail, and/or situations reoccur, either party may send a written request to the State Workforce Development Board (SWDB) regarding mediation.
4. The Chair will designate the Executive Committee or an ad hoc committee of at least five SWDB members to mediate with the parties involved and attempt to resolve the dispute.
5. The SWDB will hear the dispute and provide a recommendation within 60 days.

6. The parties will be notified in writing of the SWDB recommendation within 20 days.

#### **Modification and Assignment**

This MOU may be modified at any time by written mutual agreement of the parties involved. Oral modifications shall have no effect. Assignment of responsibilities under this MOU by any of the parties shall be effective upon written notice to the other parties. If any provision of this agreement is found to be unenforceable for any reason, all remaining provisions shall remain in full force and effect.

#### **Termination**

Withdrawal from the agreement requires ninety (90) calendar days written notice to the local Board who is then responsible for notifying all other Parties in the agreement. In accordance with WIOA, required Parties are not permitted to withdraw from the agreement. Furthermore, upon the withdrawal of any non-required partner, the future costs associated with this agreement shall be reallocated among the remaining Parties, and this agreement shall be modified in writing, accordingly.

#### **Oversight**

The Upper Savannah Workforce Development Board will set the vision and goals for the workforce system and will assist Parties in continuously improving the system. The Parties will be responsible for cooperating with the SC Works Operator in coordinating delivery of services in the SC Works system. Parties will share joint responsibility for providing leadership in the design and delivery of shared processes or services offered by the Parties. The Local Board and the State Administrative Entity will evaluate SC Works operations and system performance to recommend new policies and changes to current policy for the operation of the SC Works system.

#### **SC Works Partner Meetings**

The Parties will meet no less than once quarterly to develop, implement and refine processes and documentation to achieve and maintain SC Works certification; to discuss operational and customer service issues; to address other matters necessary for the success of the SC Works system. Standing and ad hoc committees may be formed to address on-going and special issues and to maximize the participation in the operation and certification of the SC Works centers.

#### **System Integration and Referral**

The Parties will promote system integration to the maximum extent feasible through the cross training of staff, use of common and/or linked information systems and participation in a continuous improvement process designed to improve processes and increase outcomes and customer satisfaction. A key responsibility of each partner is effective referral of customers to the appropriate partner for services. This shall be done in a manner that reduces duplication, promotes a "no wrong door" policy, and ensures tracking of referrals to build accountability. Please see **Attachment C** for referral process and forms.

#### **Confidentiality**

- a. All Parties expressly agree to abide by all applicable Federal, State, and local laws and regulations regarding confidential information, including PII from educational records and unemployment insurance information, such as but not limited to 20 CFR Part 603, 45 CFR Section 205.50, 20 USC 1232g and 34 CFR 361.38, as well as any State and local laws. Each Party will ensure that the collection and use of any information, systems, or records that contain PII and other personal or confidential information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable laws.
- b. Each Party will ensure that access to software systems and files under its control that contain PII or other personal or confidential information will be limited to authorized staff members who are

## Revised FTE Methodology MOU Template

assigned responsibilities in support of the services and activities described herein and will comply with applicable laws, including ensuring that Confidentiality Agreements with DEW are executed and maintained by active system users. Each Party expressly agrees to take measures to provide that no PII or other personal or confidential information is accessible by unauthorized individuals.

- c. Customer information, on employers and job seekers, will be shared in accordance with separate partner confidentiality agreements. Parties agree that confidentiality of customer information will be maintained at all times. Parties agree to safeguard and protect confidential and personally identifying information pursuant to applicable Federal and State law, and 2 CFR 200.79. Parties with access to unemployment insurance information from the S.C. Department of Employment and Workforce must maintain these records pursuant to S.C. Code Ann. §§ 41-29-150 through 170, 20 CFR Part 603, and IRS Publication 1075, which require that certain S.C. Department of Employment and Workforce data be kept confidential. These requirements survive the duration of this agreement.
- d. With respect to the use and disclosure of FERPA-protected customer education records and the PII contained therein, any such data sharing agreement must comply with all of the requirements set forth in 20 U.S.C. 1232g and 34 CFR Part 99.
- e. With respect to the use and disclosure of personal information contained in VR records, any such data sharing agreement must comply with all of the requirements set forth in 34 CFR 361.38.

### Grants Management

Each Partner will be responsible for managing funds and activities under their control. Grant administration, including grant management, fiscal activities, evaluation/reporting, and overall coordination activities will be the responsibility of individual Parties.

### Compliance

Each Partner shall be responsible for ensuring that its activities are in compliance with their respective authorizing legislation and all regulations, policies and procedures set forth by the Federal or state government.

### Liability Insurance

Each partner ensures that it will secure and maintain general tort liability insurance through an authorized carrier in at least the amount in South Carolina Code 15-78-120 of the South Carolina Tort Claims Act. Any liability of the Partner or any claims, damages, losses or cost arising out of or related acts performed by the Parties, or their agents, under this agreement shall be governed by the South Carolina Tort Claims Act 15-78-10, et seq. Each party hereto shall be liable for its own acts and omissions, and the acts and omissions of its employees, agents and officers, and nothing herein shall impute or transfer liability to the LWDB or any other party.

### Severability

If any provision of this document is held invalid, the remainder shall not be affected thereby and shall remain in force. Similarly, should any Party withdraw, modify, assign or terminate its participation in this MOU, it shall remain binding and in full force and effect with respect to other remaining parties.

### Assurances and Certifications:

1. The Parties will ensure that no person shall be discriminated against in consideration for or receipt of employment and training services or staff position on the basis of race, color, religion, sex



(including pregnancy, childbirth, and related medical conditions, sex stereotyping, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, or political affiliation or belief. Each participant shall have recourse through the appropriate complaint procedure.

2. The Parties will strictly adhere to all Federal, State, and Local laws that pertain to Employment and Training, including Minor Labor and Civil Rights Laws.
3. It is expressly understood and agreed by the Parties that employees performing work within the SC Works system remain at all times employees of their respective agencies.
4. No funds utilized in conducting activities under this agreement shall be used to promote religious or anti-religious activities, or used for lobbying activities in violation of 18 U.S.C. 1913, or used for political activities in violation of 5 U.S.C. 1501 to 1508.
5. Each member of the Parties assures that it is an equal opportunity employer and is aware of and shall comply with Equal Opportunity (EO) provisions as mandated by state and Federal statutes and regulations.
6. The Parties will not expose employees or customers to surroundings or working conditions which are unsanitary, hazardous, or dangerous. SC Works centers will be operated in accordance with reasonable safety practices.
7. The Parties will each comply with provisions of 41 U.S.C. §702 in providing a drug-free workplace.

#### **INFRASTRUCTURE FUNDING AGREEMENT (IFA)**

The Infrastructure Funding Agreement (IFA) and budget establishes a plan to fund the services and operating costs of the Upper Savannah LWDA. The Parties to this MOU agree that joint funding is an essential foundation for an integrated service delivery system and necessary to maintain the Upper Savannah LWDA's high-standard SC Works network. Cost allocation among Parties shall meet WIOA regulations, Federal Uniform Guidance, including the partner program's authorizing law and implementing regulations, and state rules, policies and guidelines. The SC Works system is a work in progress and its costs and the Parties' resource contributions are based on projections only and may need to be adjusted from time to time to most accurately reflect actual costs and contributions. The IFA is a component of the MOU and will be negotiated and modified annually.

The Upper Savannah LWDA has the following SC Works Centers that are designed to provide a full range of assistance to job seekers and businesses:

<b>Greenwood SC Works Center (Comprehensive)</b>	
Center Manager Name, Title Ursula McFadden, SC Works Operations Manager	Phone 864-229-8872
Address: 927 E Cambridge Ave, Greenwood, SC 29646	Email Address: <a href="mailto:umcfadden@gleamshrc.org">umcfadden@gleamshrc.org</a>
Operating Hours: Monday – Friday 8:30 am – 5:00 pm	Website: <a href="http://www.upperscworks.com">www.upperscworks.com</a>

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Edgefield SC Works Center (Satellite)	
Center Manager Name, Title Ursula McFadden, SC Works Operations Manager	Phone 864-402-8230
Address: 21 Star Road, Edgefield, SC 29824	Email Address: <a href="mailto:umcfadden@gleamshrc.org">umcfadden@gleamshrc.org</a>
Operating Hours: Monday – Thursday 8:30 am – 4:30 pm	Website: <a href="http://www.upperscworks.com">www.upperscworks.com</a>

Laurens SC Works Center (Satellite)	
Center Manager Name, Title Ursula McFadden, SC Works Operations Manager	Phone 864-681-1605
Address: 1029 West Main St, Laurens, SC 29360	Email Address: <a href="mailto:umcfadden@gleamshrc.org">umcfadden@gleamshrc.org</a>
Operating Hours: Monday – Thursday 8:30 am – 12:00 pm; 1 pm – 5 pm	Website: <a href="http://www.upperscworks.com">www.upperscworks.com</a>

McCormick SC Works Center (Satellite)	
Center Manager Name, Title Ursula McFadden, SC Works Operations Manager	Phone 864-852-3649
Address: 109 West Augusta St, McCormick, SC 29835	Email Address: <a href="mailto:umcfadden@gleamshrc.org">umcfadden@gleamshrc.org</a>
Operating Hours: Monday – Thursday 8:30 am – 5 pm	Website: <a href="http://www.upperscworks.com">www.upperscworks.com</a>

Newberry SC Works Center (Satellite)	
Center Manager Name, Title Ursula McFadden, SC Works Operations Manager	Phone 803-276-2110
Address: 1840 Wilson Rd, Newberry, SC 29108	Email Address: <a href="mailto:umcfadden@gleamshrc.org">umcfadden@gleamshrc.org</a>
Operating Hours: Monday – Friday 8:30 am – 5:00 pm	Website: <a href="http://www.upperscworks.com">www.upperscworks.com</a>

Saluda SC Works Center (Satellite)	
Center Manager Name, Title Ursula McFadden, SC Works Operations Manager	Phone 864-445-2047
Address: 407 West Butler Ave, Saluda, SC 29138	Email Address: <a href="mailto:umcfadden@gleamshrc.org">umcfadden@gleamshrc.org</a>
Operating Hours: Monday & Tuesday 9:00 am – 4:00 pm Wednesday 8:30 am – 5:00 pm	Website: <a href="http://www.upperscworks.com">www.upperscworks.com</a>

Each partner agrees to provide the resources necessary to fund their proportionate share of the costs as contained in *Attachment E, Shared Operating Budget*. The IFA should include, but is not limited to the following infrastructure cost items:

- Lease/Rent
- Utilities
- Landscaping
- Janitorial and cleaning maintenance
- Building maintenance and repairs
- HVAC maintenance
- Equipment rental expenses
- Security System
- Pest Control
- Supplies (public access and common spaces only)

The Parties may also share other costs that support the operations of the centers, as well as the costs of shared services that are authorized for and may be commonly provided through the SC Works partner programs to any individual, such as initial intake, assessment of needs, identification of appropriate services to meet such needs, evaluation of basic skills, referrals to other partners, and business services. The Parties have agreed to cost share in the following additional shared services and estimated costs as listed below and in the attached Shared Operating Budget. Final costs for all agreed upon additional shared services will be presented and approved by the Parties prior to actual purchase or procurement of services. Failure to do so may result in disputed charges and a refusal to submit payment.

Agreed upon Additional Shared Services Est. Cost	Description
\$ 1,284	Shredding
\$ 600	Paint interior walls in Laurens
\$ 5,200	Job Fair – two events in Greenwood
\$ 1,900	Interpreter Contingency
\$ 14,654	Greeter Comprehensive Center

Infrastructure costs and agreed upon additional shared operating and/or services costs will be shared in accordance with this agreement, including the Parties identified in ***Attachment E: Shared Operating Budget***. Changes to the list of financially contributing partners included in the budget will result in changes to the allocations for the remaining partners. Therefore, any changes to the partners included in the budget must be submitted to all Parties of this agreement in the form of a written addendum and revised budget to ensure fiduciary responsibility. Failure to adhere to this standard may result in disputed proportionate share amounts and failure to remit payment amounts above that which are included in the original agreement.

Prior to committing to a contractual and/or financial obligation of any kind that would involve payment from a financially contributing partner, the Parties must consult with and obtain approval from the contributing partner(s). Each entity has its own procurement process and is responsible for ensuring that quotes for services are solicited and evaluated according to the appropriate procurement process. Failure by any party to adhere to this standard may result in disputed charges and a refusal to remit payment. Additionally, the Upper Savannah LWDB/fiscal agent may not enter into a lease agreement to move offices that include partner staff without consulting with the Parties contributing to infrastructure funding prior to the execution of a lease agreement. Once the Parties have agreed in writing to their estimated/projected portion of the facility costs and that the space will work for their program services, an addendum to this agreement reflecting the move and any related changes must be executed prior to the move. Routine costs incurred during the month of the relocation will be prorated by all Parties.

**Facility Costs** - Facility costs are defined as those actual costs related to the facility use, maintenance and operation of the SC Works centers. These costs include payment of utilities, lease/rent, and security. Facility costs shall be borne by those Parties who deliver services through the SC Works Centers in the Upper Savannah region.

**Maintenance Costs** - Maintenance costs include the following unless otherwise noted: landscaping, janitorial/cleaning maintenance, routine building maintenance and repairs, including HVAC maintenance, and pest control.

## Revised FTE Methodology MOU Template

- a. Contractors, particularly those involved in, but not limited to, building repairs or improvements, should be mutually agreed upon by all financially contributing Parties. Each entity has its own procurement process and is responsible for ensuring that quotes for service are solicited and evaluated according to the appropriate procurement process. Once a need has been determined, the Facility Host designee is responsible for advising the non-Host partner(s) of the need, securing contractor quotes and submitting this detail for review to pertinent parties. Contractor selection must be agreed upon by all parties prior to the execution of work.
- b. Facility hosts with capital improvement needs of any nature must address those needs independent of this agreement and budget. Such repairs could be unresolved ADA modifications, roof repairs, HVAC replacement, etc. Capital improvement shall be the sole financial responsibility of the facility host. However, maintenance and repairs occurring from daily operations will be shared proportionately utilizing the agreed upon cost sharing methodology.

**Supplies** - Supply costs are those related to individual staff in performing their respective job duties and those related to the supply of items needed for public access (i.e. resource room) and common/shared spaces (i.e. restrooms) in each Center. Parties will purchase all staff supplies needed, including business cards, for their staff through the appropriate partner manager. The only shared supply costs will be those specifically related to public access and common/shared spaces as purchased by the Operator. These costs should be reconciled and invoiced to Parties quarterly and will be shared proportionately across all programs located in the Center in accordance with this agreement.

**Equipment Costs** - Equipment costs are those related to the use of rented equipment, such as Xerox machines, etc. (including paper and ink for the machine). Partner staff will be responsible for providing the necessary equipment for their staff and will share in the cost of public access equipment only, as provided by the LWDB and/or Operator, and used only by Center customers. These costs should be reconciled and invoiced to Parties quarterly and will be shared proportionately across all programs located in the Center in accordance with this agreement.

Center/Location	Number and Type of Public Access Equipment <i>(not including PCs)</i>
Greenwood SC Works Center	Copy Machine – Pay by copy
Edgefield SC Works Center	All-in-One Copier
Laurens SC Works Center	All-in-One Copier; DEW pays for Fax
McCormick SC Works Center	Printer
Newberry SC Works Center	All-in-One Copier
Saluda SC Works Center	Copy Machine, Printer

**Access to equipment** - Partner staff shall be granted access to all partner equipment in all SC Works facilities, including network closets. The partners agree that all Parties will be granted access to any other properties to verify ownership through the state property system. If equipment is found on the state property inventory list, the Parties agree to return the equipment for off-boarding, transfer, and return to ensure proper handling as required by IRS regulations property ownership and resolution of any depreciated value of the equipment.

**Public Access Computers** – The Parties agree to share in the cost of public access PCs (i.e. necessary and reasonable in-scope costs of resource rooms and shared computer labs). The public access IT costs should be reconciled and invoiced to Parties quarterly and will be shared proportionately across all programs in

Revised FTE Methodology MOU Template

accordance with this agreement. As part of reconciling IT costs, the Parties will be provided a copy of all current IT service provider contracts and/or work orders and any forthcoming modifications.

<i>Greenwood SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	24	#	21	45

<i>Edgefield SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	6	#	4	9

<i>Laurens SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	8	#	4	12

<i>McCormick SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	6	#	3	8

<i>Newberry SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	16	#	8	24

<i>Saluda SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	6	#	3	8

**Shared Network Access** - In a facility where partner staff presence is minimal, the Parties may request the County/COG/Operator on behalf of the LWDB provide IT services for their staff or through a VPN tunnel. A VPN tunnel allows for a "shared" internet connection to be divided into separately managed connections. This method maintains administrative control of partner connections and equipment without interfering with the County/COG and/or the Operator's own network management. Any requests for shared services or access of this type will be negotiated between the applicable entity's IT service provider and the partner. Once agreement has been reached and/or a VPN connection is established and in use by partner staff, any changes in IT services affecting such connection are prohibited without prior notification to the affected partner.

**Telephone** – When partners provide and maintain telephones (either VoIP or analog) for their staff, phone costs are not shared. In offices where a partner's presence is minimal, or where the County/COG and/or the Operator is providing phone service, the COG/County and/or the Operator may bill a partner for their proportionate share of monthly billing by the telephone service provider. In cases where a telephone

## Revised FTE Methodology MOU Template

cannot be provided or supported by either party, partners may choose to provide or request alternate communication methods as needed on a case by case basis.

**Cost Allocation and Proportionate Share** - WIOA and its related regulations and guidance establish, as a starting point, the expectation that Parties will share proportionately in the infrastructure and shared services cost of the SC Works system. Therefore, the Parties agree that costs will be shared based on the Full-time Equivalency (FTE) model. Shared costs will be allocated on the basis of a partner's number of staff assigned to work in a facility (enjoying the benefits of being in the building) on a weekly basis and counted proportionately by day as defined below:

- One Day - .20 (20% of a work week);
- Two Days - .40 (40% of a work week);
- Three Days - .60 (60% of a work week);
- Four Days - .80 (80% of a work week); and
- Five Days - 1 (100% of a work week).

Staff assigned to work only "half-days" in a facility on a weekly basis will be counted proportionately as defined below:

- One Day - .10 (half of 20% of a work week);
- Two Days - .20 (half of 40% of a work week);
- Three Days - .30 (half of 60% of a work week);
- Four Days - .40 (half of 80% of a work week); and
- Five Days - .50 (half of 100% of a work week).

Affiliate locations where services are provided only on a monthly basis will not be included in the proportionate share.

- a. Staffing levels will determine the proportionate share percentage of infrastructure and additional shared services costs for which each Partner will be responsible for by location and program. Billing of each individual Center's costs will be based on the staff count as indicated in the attached Staffing Addendum. The addendum must be completed and signed by all cost-sharing Parties with the execution of this MOU. Staff counts must be based on planned staffing levels for the duration of the PY at the time of signature. Permanent adjustments to staffing levels for the duration of the PY (outside those of routinely occurring vacancies) will require the addendum and effective date to be revised and signed by all Parties. Any Party may request a new staffing addendum be executed at any time based on permanent staffing changes. The staffing addendum will be submitted to the Parties with invoices and supporting documentation reflecting actual expenses for payment.
- b. Any deviations or adjustments made to the proportionate share formulas will be presented in writing and agreed to by all Parties in the form of an addendum to the original agreement.



**Reconciliation of Shared Costs** - The COG/County, in coordination with the Operator, shall be responsible for reconciling and invoicing respective Parties for costs under this agreement as it relates to all of the SC Works centers. All invoices should be submitted to the Parties with invoices and supporting documentation reflecting the actual quarterly expenses prior to the 30<sup>th</sup> of the month following the end of the quarter. Special reporting requirements may be instituted for the final quarter for period ending June 30 to ensure that payment occurs within the correct fiscal year. Any failure of the Parties to submit payments by the deadlines set forth in this agreement will be subject to the dispute resolution process outlined above. If any partner disputes any costs, that partner has thirty (30) days from receipt of the reconciliation to submit a dispute.

#### Duration

This MOU, including the IFA, shall be reviewed and renewed annually to ensure transparency and continuous improvements to the delivery of services and to reflect any changes in the signatory official of the Board, SC Works Parties, and chief elected officials. The fiscal year shall be duly recognized as July 1 through June 30.

#### Loss of Funds

Infrastructure costs and any additional shared operating and/or services costs are contingent upon receipt of those funds by the partners. Any Parties may withdraw from this agreement in the event funding for the mandatory program is eliminated or the Parties are no longer responsible for the program. Such withdrawal shall be effective upon written notification to the partners of the lack of funding.

#### Agreement Management

The Agreement Manager responsible for oversight and review of shared costs, as well as the monitoring of the allocation methodology and funding information for each partner is:

Partner Entity: Upper Savannah	Partner Entity: SC Dept of Employment and Workforce	Partner Entity: SC Vocational Rehabilitation
Name & Title: Ann Skinner, Workforce Development Director	Name & Title: Roy Lowe, Jr, Workforce and Economic Development Regional Manager	Name & Title: Houston Matthews, Area Supervisor
Mailing Address: 430 Helix Rd, Greenwood SC 29646	Mailing Address: 927 E Cambridge Ave, Greenwood SC 29646	Mailing Address: 2345 Hwy 72/221 E, Greenwood SC 29649
Phone: 864-941-8074	Phone: 864-344-3142	Phone: 864-229-5827
Email: <a href="mailto:askinner@uppersavannah.com">askinner@uppersavannah.com</a>	Email: <a href="mailto:rlowe@dew.sc.gov">rlowe@dew.sc.gov</a>	Email: <a href="mailto:hmatthews@scvrd.state.sc.us">hmatthews@scvrd.state.sc.us</a>

Partner Entity: Greenwood County Adult Education	Partner Entity: SC Commission for the Blind	Partner Entity: SC Dept of Social Services
Name & Title: Doris Watson, Director of Adult Education	Name & Title: Karma Marshall	Name & Title: Tammy James, Director Division of Employment Services
Mailing Address: 400 Glenwood St, Greenwood SC 29649	Mailing Address: 1430 Confederate Ave, Columbia SC 29202	Mailing Address: PO Box 1520, Columbia SC 29202-1520
Phone: 864-941-5450	Phone: 803-898-0175	Phone: 803-898-1097
Email: <a href="mailto:watsond@gwd50.org">watsond@gwd50.org</a>	Email: <a href="mailto:Karma.Marshall@sccb.sc.gov">Karma.Marshall@sccb.sc.gov</a>	Email: <a href="mailto:Tamara.James@dss.sc.gov">Tamara.James@dss.sc.gov</a>

## Revised FTE Methodology MOU Template

Partner Entity: GLEAMNS Human Resources Commission Inc CSBG	Partner Entity:	Partner Entity:
Name & Title: Marcella Kennedy, CSBG Program Director	Name & Title:	Name & Title:
Mailing Address: 301 N Hospital St, Greenwood SC 29646	Mailing Address:	Mailing Address:
Phone: 864-229-8864	Phone:	Phone:
Email: <a href="mailto:mkennedy@gleamnshrc.org">mkennedy@gleamnshrc.org</a>	Email:	Email:

### Authority and Signatures

The individuals signing this agreement have the authority to commit their respective organizations to the terms of this MOU and do so by signature below. Electronic signatures are authorized and strongly encouraged to ensure timely execution of the MOU. The following individual signature pages reflect the entity who is the grant recipient, administrative entity, or organization responsible for administering the funds and carrying out the specified programs and activities in the local area.

### Effective Date

Without regard to the date of signatures below, the Parties agree the effective date of this agreement is July 1, 2018.

### Attachments

- A: WIOA Required Services by Partner*
- B: SC Works Partners and Corresponding Status*
- C: Referral Process*
- D: SC Works Civility Policy*
- E: Shared Operating Budget*
- F: Staffing Addendum*
- G: Confidentiality Agreement*

**THE UPPER SAVANNAH WORKFORCE AREA**  
**SC WORKS SYSTEM**  
**MEMORANDUM OF UNDERSTANDING**  
**PURSUANT TO THE**  
**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

**Chief Elected Officials:**

Abbeville County Council  
Harold Prince, Chair

McCormick County Council  
Charles Jennings, Chair

\_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Signature                      Date

Edgefield County Council  
Scott Cooper, Chair

Newberry County Council  
Henry H. Livingston, III, Chair

\_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Signature                      Date

Greenwood County Council  
Steve Brown, Chair

Saluda County Council  
Derrick Jones, Chair

\_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Signature                      Date

Laurens County Council  
David Pitts, Chair

\_\_\_\_\_  
Signature                      Date



New Business:

Oath of Office  
Litter Humane Officer, Nicole Morin



**AGENDA ITEM - REQUEST SHEET – COUNTY COUNCIL**

ALL REQUESTS should be submitted by 1:00 P.M. on the Wednesday prior to the Tuesday meeting of Council. All other requests not submitted by the deadline will be retained and scheduled for the next meeting of Council.

DATE OF REQUEST: May 30, 2019 (FOR JUNE 11, 2019 COUNTY COUNCIL MEETING)

DEPARTMENT / AGENCY: LEGAL

NAME: A. "SANDY" CRUICKSHANKS, IV, LAURENS COUNTY ATTORNEY

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

SIGNATURE: [Signature]

SUBJECT MATTER REQUESTED (please be as specific as possible):

SEE THE ATTACHED CERTIFICATE OF COMMISSION AND OATH FOR THE NEW LITTER AND HUMANE OFFICER, NICOLE MARIE MORIN.

STAFF RECOMMENDS APPROVAL OF THIS COMMISSION.

FINANCIAL AMOUNT REQUESTED: \_\_\_\_\_

SOURCE OF FUNDING: \_\_\_\_\_

(PLEASE – attach subject matter document pages as necessary)

**FOR OFFICE USE ONLY**

REQUEST ASSIGNED TO: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_

DATE OF ASSIGNMENT: \_\_\_\_\_ DATE OF AGENDA: \_\_\_\_\_

DATE RESPONSE DUE: \_\_\_\_\_

COUNCIL ACTION: \_\_\_\_\_

STATE OF SOUTH CAROLINA        )  
  )  
COUNTY OF LAURENS            )        CERTIFICATE OF COMMISSION

**NICOLE MARIE MORIN**  
LITTER/HUMANE CODE ENFORCEMENT OFFICER, LAURENS COUNTY

WHEREUPON IT APPEARS THAT THE ABOVE NAMED PERSON HAS MET THE REQUIREMENTS PRESCRIBED BY LAW AND PURSUANT TO SOUTH CAROLINA CODE SECTION 4-9-145, THE COUNTY COUNCIL OF LAURENS COUNTY HAS APPOINTED AND COMMISSIONED SAID PERSON TO THE POSITION OF LITTER/HUMANE CODE ENFORCEMENT OFFICER, WITH ALL THE RIGHTS, POWERS, DUTIES, AND BENEFITS THEREOF, SUCH TERM TO CONTINUE AT THE PLEASURE OF THE COUNTY COUNCIL.

IN ACCORDANCE WITH THE LAWS OF THIS STATE, THE APPOINTEE'S SIGNATURE BELOW INDICATES ACCEPTANCE OF THE COMMISSION AS A LITTER/HUMANE CODE ENFORCEMENT OFFICER FOR LAURENS COUNTY, AND THIS INDIVIDUAL HAS TAKEN THE PRESCRIBED OATH OF OFFICE, RECITED AS FOLLOWS:

I do solemnly swear that:

I am duly qualified, according to the Constitution of this State, to exercise the duties of the office to which I have been appointed, and I will, to the best of my ability, discharge the duties thereof and preserve, protect, and defend the Constitution of this State and of the United States;

I will, during my term of office as a County Litter/Humane Code Enforcement Officer, to the best of my ability, preserve, protect, defend, and enforce the Codes, Ordinances, and laws of the County aforesaid, and will conduct myself at all times with due consideration to all persons and will not be influenced in any manner on account of personal bias or prejudice.

So help me God.

NICOLE MARIE MORIN, Appointee

HAVING TAKEN THE OATH OF OFFICE AND UPON THE APPOINTMENT AND COMMISSION BY THE LAURENS COUNTY COUNCIL ON JUNE 11, 2019, THE ABOVE NAMED PERSON IS HEREBY NOTIFIED AND APPROVED AS BEING A LAURENS COUNTY LITTER/HUMANE CODE ENFORCEMENT OFFICER.

W. JON CAIME,  
COUNTY ADMINISTRATOR

\_\_\_\_\_, 2019  
DATE





New Business:

Coroner Office Vehicle Purchase with 2019  
Lease/Purchase



## AGENDA ITEM – REQUEST SHEET – COUNTY COUNCIL

ALL REQUESTS should be submitted by 1:00 P.M. on the Wednesday prior to the Tuesday meeting of Council. All other requests not submitted by the deadline will be retained and scheduled for the next meeting of Council.

Agenda Item #: 8/c

DEPARTMENT / AGENCY: Coroner

COUNCIL ACTION REQUESTED: Approval to purchase pickup for transports.

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**More Detailed Description:** We have approximately \$40,000.00 left over from FY19-20 lease purchase. The new pickup would cost 34,000.00 with equipment.

FINANCIAL AMOUNT

REQUESTED \_\_\_\_\_ \$34,000 \_\_\_\_\_

SOURCE OF FUNDING: \_\_Left over proceeds from FY 19-20 lease purchase agreement.

\_\_\_\_\_

(PLEASE – attach subject matter document pages as necessary)